



Making a difference...together

SALT SPRING ISLAND PARKS AND RECREATION COMMISSION
Notice of Meeting on **Monday, February 20, 2017 at 5:00 PM**
Portlock Portable, 145 Vesuvius Bay Rd, Salt Spring Island, BC

Wayne McIntyre
Garth Hendren

Daniel Clements
Jon Suk

Brian Webster
Sonja Collombin

(R) = Regrets

AGENDA

- 1. Approval of Agenda**
- 2. Adoption of Minutes of January 16, 2017**
- 3. Delegation/Presentation**
 - 3.1 Salt Spring Bike Club-Family Bike Park** **8**
 - 3.2 Gulf Island Horsemen’s Association** **17**
- 4. Director and Chair Reports**
- 5. Outstanding Business**
 - 5.1 Project Status Report** **21**
 - 5.2 Staff Report-Centennial Park Master Plan** **24**
- 6. New Business**
 - 6.1 Staff Report- 2016 Parks and Recreation Surplus** **33**

That the Salt Spring Island Parks and Recreation Commission approve the Centennial Park Salt Spring Island 2016 Masterplan as amended and presented; and further that staff prepare an implementation schedule and budget for phase 1 – washroom facility and associated site works and order of magnitude of costs for phases 2 to 5 to implement the plan as presented.

That the Salt Spring Island Parks and Recreation Commission recommend to the Capital Regional District Board balance the 2016 actual revenue and expenditures with the following transfers:

Surplus	Amount	Recommended Transfer
Pool	\$17,312	Project fund for strategic plan
Parkland	\$56,808	Centennial Park upgrades
Community Parks	\$21,179	Centennial Park upgrades
Community Recreation	\$7,310	Carry forward to offset 2017 operating costs

To ensure quorum, advise Tracey Shaver 250 537 4448 if you cannot attend.

- 7. Next Meeting - March 20, 2017 at 5pm Portlock Park Meeting Room**
- 8. Adjournment**



Making a difference...together

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

DRAFT

Present: **Director:** Wayne McIntyre
 Commission Members: Jon Suk, Sonja Collombin, Garth Hendren, Brian Webster, Daniel Clements
 Staff: Dan Ovington, Parks and Recreation Manager; Tracey Shaver, Recording Secretary
 Absent: Karla Campbell, Senior Manager, Salt Spring Island Electoral Area
 Guest: Jim Raddysch

Tracey Shaver, Recording Secretary called the meeting to order at 5:00 pm.

1. Election of Chair and Vice Chair

Tracey Shaver called for nominations for the Chair. Commissioner Collombin nominated Jon Suk and Director McIntyre seconded the nomination. Hearing no other nominations, Commissioner Suk accepted the position of Chair for the Salt Spring Island Parks and Recreation Commission with unanimous vote.

Chair Suk then called for nominations for the Vice Chair Position. Commissioner Suk nominated Garth Hendren and Commissioner Collombin seconded the nomination. Hearing no other nominations, Commissioner Hendren accepted the position of Vice Chair with unanimous vote.

Chair Suk continued to lead the remainder of the meeting.

2. Approval of Agenda

MOVED by Commissioner Hendren, **SECONDED** by Commissioner Clements ,
That the Salt Spring Island Parks and Recreation Commission agenda of January 16, 2017 be approved.

CARRIED

3. Adoption of Minutes

MOVED by Commissioner Hendren, **SECONDED** by Commissioner Collombin,
That the Salt Spring Island Parks and Recreation Commission Minutes of December 13, 2016 be approved.

4. Delegation/Presentation

4.1 Ron Hawkins, Baseball/Soccer Fields

Mr. Hawkins addressed the PARC commission regarding previous correspondence with staff where he provided personal suggestions on ways to maximize the use of existing school fields as community playing fields.

4.2 Rainbow Road Indoor Pool Quarterly Report

Jim Raddysh presented the report and it was received for information.

4.3 Rainbow Road Indoor Pool Annual Report

Jim Raddysh presented the report and it was received for information.

5. Director and Chair Reports

- CRD is investigating alternative sources of water for the Drake Road Affordable Housing project.
- Director McIntyre participates on the following CRD Committees as well several local commissions and special interest groups; Electoral Area Service, Environmental Services, Governance, Hospitals and Housing, Transportation, CREST, Capital Regional Housing Corporation Board, Emergency Management, Ferry Advisory, Regional Housing Trust Fund.
- The CRD completed a regional quilt project as part of 50th anniversary activities- 35 quilters provided visual presentations of all the regional communities. Each area will receive a copy of a portion of the quilt representing them.

6. Outstanding Business

6.1 Project Status Report

Dan Ovington provided a brief report on operations.

- Staff to investigate cost of storing crushed rock to have available all year for trail and maintenance projects.
- A short video was shared from the 2017 BCPRA conference on "what would you do with an extra five years?" The film focused on kids answering that question not realizing that their generation is anticipated to have a shorter life span due to lack of physical activity.

6.2 Centennial Park Master Plan

Dan Ovington reviewed the staff report and provided a recommendation for the Commission to consider.

- Concern over loss of specific mature trees
- Comfortable with public consultation process

- Concern over the order of the phasing of the master plan; Gazebo/Bandshell scheduled to be removed in Phase 2- suggestion to wait until phase 4 for replacement.
- Replacement of washrooms facilities slated to begin in fall of 2017
- Other sections of the park layout would be dealt with individually in the planned phases. (example: what the playground will actually look like will be developed as that phase is implemented)
- There is no plan to strip the entire park and leave it bare over the phased changes proposed in the master plan.
- Master plan provides the historical and desired future uses for Centennial Park.

MOVED by Commissioner Clements, **SECONDED** by Commissioner Webster, That the Salt Spring Island Parks and Recreation Commission directs staff to request that the LADR consults answer the following two questions and provided a revised Centennial Park Salt Spring Island 2016 Masterplan;

1- determine if the two mature trees identified as the "Light-up" tree and the one on the front corner of the park at Fulford Ganges Road located across from CIBC; and

2- revisit and possibly reconfigure the planned phasing and have the gazebo/bandshell replaced closer to when it is removed to avoid having bare or undeveloped sections for long periods of time.

CARRIED

6.3 Life Rings

Staff presented the report and recommendation. Consideration was given to the following:

- How the locations for life rings were established.
- Ocean access should be considered.
- Donation provided by the Lions Club offers a low cost opportunity to determine the feasibility of supplying life rings at additional locations.

MOVED by Commissioner Webster, **SECONDED** by Commissioner Clements, That the Salt Spring Island Parks and Recreation Commission recommends that the Capital Regional District approve the purchase, installation and maintenance of four Public Access Liferings at St. Mary's Lake, Cusheon Lake, Blackburn Lake and Stowell Lake.

CARRIED

6.4 Cusheon Lake Access- Verbal Report

Staff confirmed that the Capital Regional District is not in a position to hold and accept donations solicited by a third party. The interested group must partner with a non-profit organization, raise the funds, purchase the property and then transfer ownership to the Capital Regional District to run as a public facility. This

information was relayed to Daria Zovi whom presented the idea to the PARC commission in September of 2016.

7. New Business

7.1 Pool Mechanical – Replace Failed Compressor

MOVED by Commissioner Hendren, **SECONDED** by Commissioner Clement,

That the Salt Spring Island Parks and Recreation Commission approve the purchase and installation of a 15 ton Compressor for the amount of \$12,444.85 and that it be funded from Pool Equipment Replacement #101412.

CARRIED

7.2 Letter of Support Request-Gulf Island Horseman Association

Staff will request additional information on the overall project, plan of action and level of support being requested from the Commission.

7.3 Letter, November 17, 2016- SSI Watershed Protection Authority

Director McIntyre to discuss with the matter further with the SSI Watershed Protection Authority.

7.4 Service Plan for Salt Spring Island 2016-2019

The Commission requests that staff include the relevant portions of the service plan for consideration at future budget planning sessions.

8. Motion to Close the meeting

MOVED Commissioner Clements, **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;

CARRIED

The Commission closed the meeting at 6:55 pm.

Due to time constraints on the evening of January 16, 2017, the PARC Commission paused the meeting at 7:12 pm and continued in closed session at 5:00 pm on January 17, 2017, located at the Community Gospel Church at 147 Vesuvius Bay Road.

The Commission returned from the closed meeting with the following report at 6:11 pm on January 17, 2017.

9. Rise and Report

The Salt Spring Island Parks and Recreation Commission recommend to the Capital Regional District Board that the offer to purchase 181 Brinkworthy Road be withdrawn.

10. Next meeting

February 20, 2017 at Portlock Park Meeting Room at 5:00 pm.

11. Adjournment

MOVED By Commissioner Hendren, **SECONDED** by Commissioner Collombin,
That the meeting be adjourned at 6:15 pm on January 17, 2017.

CHAIR

SENIOR MANAGER



Making a difference...together

**RULES GOVERNING THE HEARING OF INDIVIDUALS OR DELEGATIONS
BY THE CAPITAL REGIONAL DISTRICT COMMISSIONS**

- Under the CRD Procedural Bylaw, the Commission may, by *resolution*; allow an individual or a delegation to address the meeting **on the subject of an agenda item**, provided written application has been received by the Salt Spring Island Administration Office no later than 4:30pm two (2) calendar days prior to the meeting.
- If you miss this deadline, you may still submit this form; however such requests will require *unanimous* approval of the Commission members at the intended meeting.
- Each address should be limited to five (5) minutes unless a longer period is agreed to by unanimous vote.
- Each delegation should provide the number of copies of their written submission, as determined by the Salt Spring Administration Staff.

Submit form to Salt Spring Island Administration

E-mail: saltspring@crd.bc.ca

Fax: (250) 537-4456

Capital Regional District, 145 Vesuvius Bay Road, Salt Spring Island, BC V8K 1K3

I wish to address the:

- Parks and Recreation Commission Transportation Commission
 Community Economic Development Commission

AT THE MEETING OF Feb. 20, 2017 at _____ AM/PM

ON AGENDA ITEM Rike Park - Preliminary Vision & Proposal
Section #1

NAME Salt Spring Rike Club / Sean Molligan
Elizabeth Fitzpatrick

ADDRESS Rainbow Rd. SSI

I REPRESENT Salt Spring Rike Club
(Name of Organization if applicable)

AS club reps.
(Capacity/Position)

TELEPHONE _____ FAX _____

E-MAIL _____

My reason(s) for appearing is (are) and the substance of my presentation is as follows:

present prelim Rike Park proposal & seek support.

(If more space is required, please attach an additional page to this form.)

Jan 20 2017
Date

[Signature]
Signature

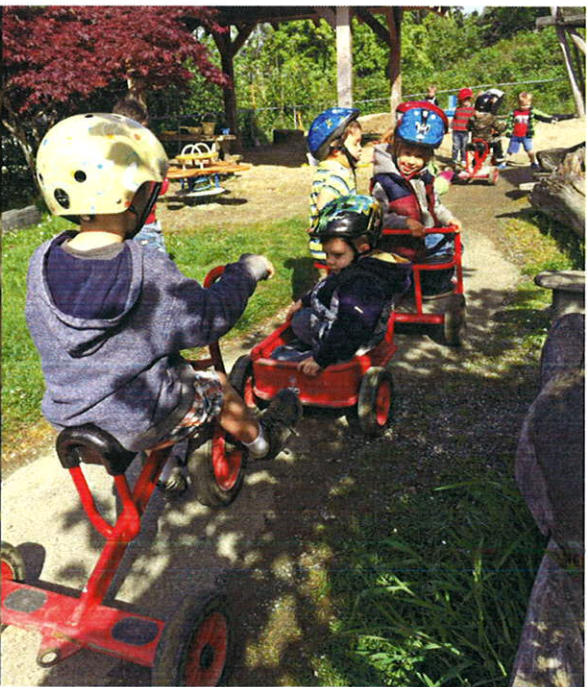
Salt Spring Family Bike Park



A preliminary vision and proposal

created by the Salt Spring Bike Club

January 2017



Overview

A family bike park is a dirt surfaced, outdoor recreation space with technical features professionally designed to facilitate bicycle skill development among children and youth, such as balancing, braking, cornering, jumping, handling and more. In particular, a family bike park provides a fun and safe place for children as young as two years old to learn to ride a bike, increase their ability and confidence, and develop a love for the sport.

The Salt Spring Bike Club is seeking support from PARC, community members, agencies and businesses to envision, plan and build a family bike park on Salt Spring Island. Our club has spent considerable time listening to local residents to better understand the needs and hopes of young bike riders and their families. The club has also looked beyond Salt Spring Island to learn from the experiences of other small communities. We are wholly impressed with the benefits a family bike park offers and are motivated to bring these positive impacts to Salt Spring Island. We are currently in the early planning stage and are looking for logistical and financial assistance to secure land, and develop an approach to design, build and maintain the park.

Please join us in making a safe and fun Family Bike Park on Salt Spring Island!



Salt Spring Family Bike Park

A preliminary vision and proposal

Community Need

Biking riding is a fundamental physical skill in Canada, and learning to ride a bike is a deeply valued milestone for children across the country and beyond. On the West Coast, winter sport opportunities are limited for Salt Spring residents and often involve expensive off island travel. Bike riding is an affordable, year-round recreation and fitness opportunity. Biking riding is also an effective means of emissions-free transportation, enabling broad mobility and independence without reliance on automobiles.

Learning to ride a bike and being a young rider is often very difficult on Salt Spring Island. The topography, land use polices and development patterns of our community has resulted in a number of long, hilly and busy roads without safe sidewalks or shoulders. There are almost no off-road bike trails suitable for young riders. The majority of properties are without paved or flat driveways. Biking opportunities for children are concentrated in school parking lots after hours or in the community skate park which is a highly technical, concrete surfaced space, designed for skateboards and geared towards older teenagers and young adults. The skate park is NOT safe or appropriate for learning to ride a bike or for young riders.



The need for a local family bike park:

- No safe, soft surfaced areas for young kids learning to ride
- Almost no off-road trails appropriate for new and young riders
- Very limited family-friendly, outdoor, active recreation options
- Roadside bike riding on SSI is unsafe for children
- The skate park is not safe for novice to intermediate bike riding
- Limited active recreation opportunities for older youth, especially those not interested in team sports

Community Benefits

A family bike park will provide many benefits for children and families, public health, tourism and the environment. These positive impacts were recognized and pursued by many other nearby communities including Sooke, Ucluelet, Tofino, North Saanich, Powell River and Nanaimo.

Some of the anticipated community benefits of a family bike park on Salt Spring Island include:

- Safe, non-intimating environment for new and young bike riders
- Healthy active recreation opportunity for all, including those not interested in team sports
- Positive, passively supervised environment for children and youth
- Very small environmental footprint
- Minimal impacts (traffic, noise, etc.) on adjacent uses and neighbours
- Supports skill development and passion for car alternative transportation
- Supports appreciation of the outdoors
- Relatively low capital and low maintenance cost
- Recreation tourism attraction for visitors

Possible Locations

The Salt Spring Bike Club is looking for 1 – 3 acres of publicly-owned land for the Family Bike Park. The site should be close to Ganges and accessible by existing or planned bike routes or pathways. We are currently aware of three possible sites, which are shown in the table below.

Potential Location	Size	Zoning
<i>Portluck Park – southwest corner/blackberry patch</i>	<i>1 – 3 acres</i>	<i>Parks and Reserves 1</i>
<i>Rainbow Road – behind community garden/pool</i>	<i>1.25 – 3 acres</i>	<i>Community Facilities 1</i>
<i>Mouats Park– site TBD</i>	<i>1 – 3 acres</i>	<i>Parks and Reserves 2</i>

The sites identified above have appropriate zoning and good locations for a family bike park. The Portluck and Rainbow Road sites would require approval from the Agricultural Land Commission (ALC) of a Non-Farm Use application. Additional feasibility analysis will be required for any site.

The Salt Spring Bike Club is interested in learning more about other appropriate sites that meet the basic requirements of a family bike park.

Salt Spring Family Bike Park

A preliminary vision and proposal

Estimated Cost

The cost of the project will depend on the location, design and phasing along with the bike community's ability to attract volunteers and donations. A rough cost range for a fully built park, before in-kind or cash donations, grants, or government assistance, is \$80,000 – \$150,000.

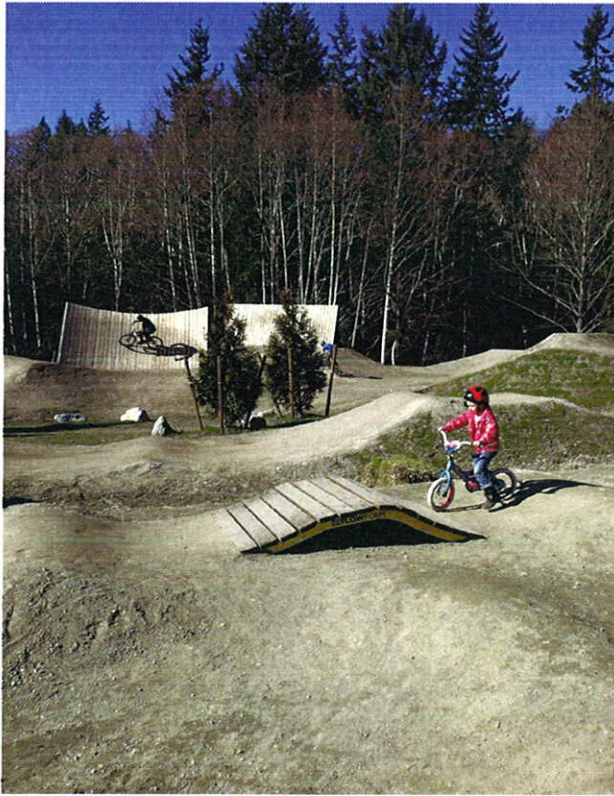
The Salt Spring Bike Club anticipates the ability to recruit many local trades, business owners and cycling enthusiasts to assist with the labour and material costs of construction. A fundraising and recruitment campaign will be initiated after the design and costing of the park is complete. We are currently seeking funding assistance to commence broader community consultation, undertake any permitting requirements and retain a professional bike park designer.

Estimated Timeline

Winter 2017:	Stakeholder and Community Consultation
Winter/Spring 2017:	PARC confirmation of land availability/support for ALC application
Spring/Summer 2017:	Design and Permitting
Fall 2017:	Construction
Ongoing:	Fund identification, grant writing and/or fundraising

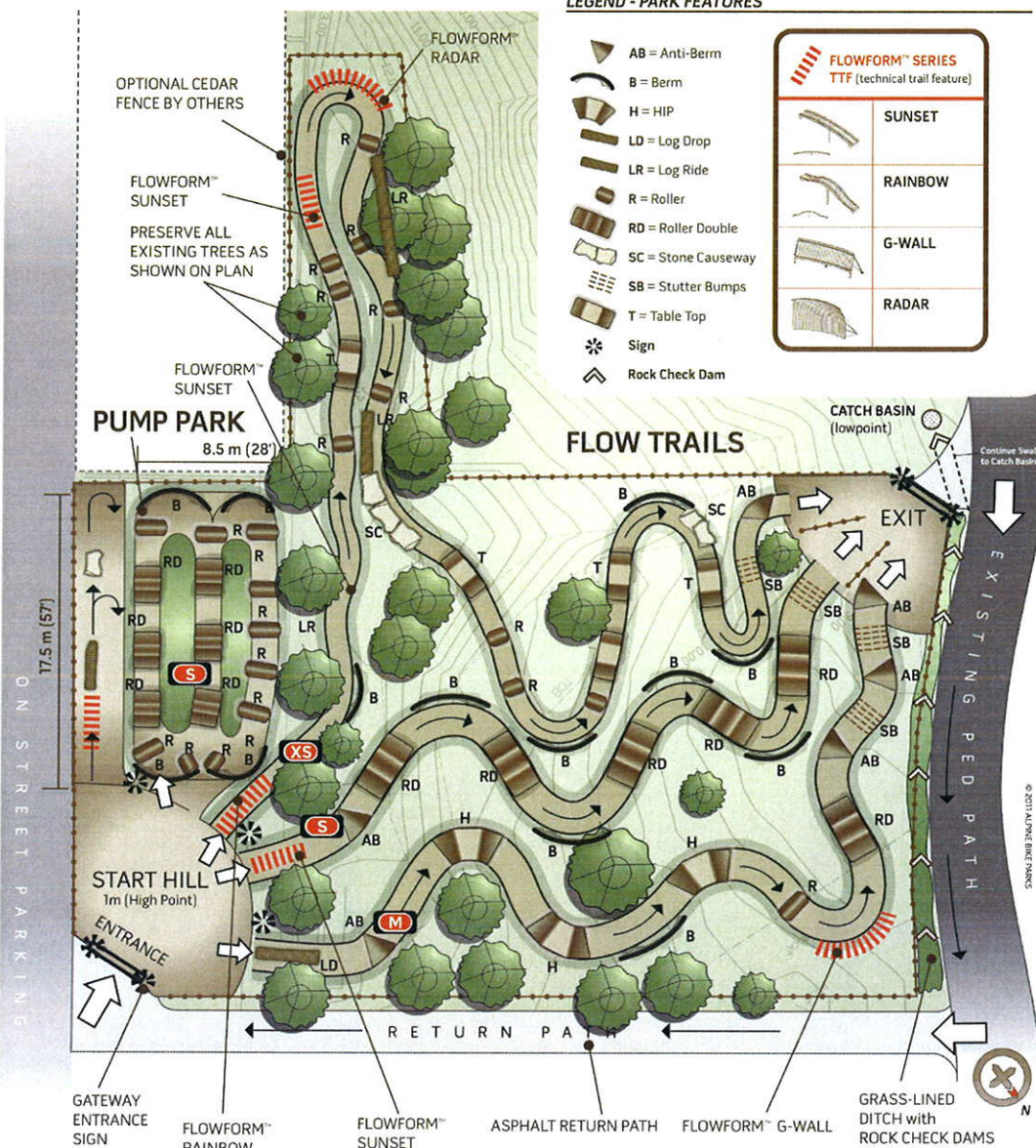
Contact

Sean Mulligan
President, Salt Spring Bike Club
seanmull44@gmail.com
250-931-2453



LEGEND - PARK FEATURES

- AB = Anti-Berm
 - B = Berm
 - H = HIP
 - LD = Log Drop
 - LR = Log Ride
 - R = Roller
 - RD = Roller Double
 - SC = Stone Causeway
 - SB = Stutter Bumps
 - T = Table Top
 - Sign
 - Rock Check Dam
- | FLOWFORM™ SERIES | |
|-------------------------------|---------|
| TTF (technical trail feature) | |
| | SUNSET |
| | RAINBOW |
| | G-WALL |
| | RADAR |







To the Board Members of PARC:

26 January 2017

The Gulf Islands Horsemen's Association are a group of horse owners & riders who formed a registered non-profit society in 2016 with the intent to create a permanent, community owned horse park on Salt Spring for all riders and horse enthusiasts in the Gulf Islands.

We currently have 8 board members and meet monthly to plan fundraising events and search for a property on Salt Spring to begin building the equestrian centre. We are pursuing charitable status, and making plans for fundraising and deeper community involvement. We have had meetings with other equestrian groups on Salt Spring and they have expressed keen interest and enthusiastic support for a community horse park.

There are approximately 500 horses on Salt Spring alone and no public facility for horse boarding, riding lessons, volunteering or community equestrian events such as clinics, workshops, or family horse events.

Our mission statement is :

To establish and run a community oriented public centre for horsemanship. We will invite all disciplines including driving, western and english riding and natural horsemanship. The centre will be accessible to all residents of the gulf islands and will promote education, good sportsmanship and sound environmental practices.

We will also offer affordable lesson options for lower income families along with student volunteer hours and the Equestrian Canada Rider Program which allows students to gain credits towards their high school diploma. GIHA are members of Horse Council of BC.

We the Gulf Island Horsemen's Association, Society No. S-0065253 " are applying to use the Sport Canada tax number so that we will be able to give tax receipts to donors. In order to use the Sport Canada tax number they require a letter of support in principle from PARC for our society and for our goal of establishing a community owned horse park.

It would be a huge help in our fundraising efforts if you could please send us a letter of support in principle that we can send with our Sport Canada application. Please contact Jacky Cooper Chairman at 537-2018 or Damian Inwood Vice Chair at 931-7335 for any questions or assistance.

Kinds Regards,

Jacky Cooper President and GIHA Board.
SaltSpring Island

Gulf Islands Horsemen's Association

is a registered BC Society

This is our vision:

- To establish and run a community-oriented, public centre for horsemanship. We will invite all disciplines to share in the facility such as Western and English riding, Driving, and Natural Horsemanship. The centre will be accessible to residents of all the Gulf Islands and Vancouver Island, and will promote education, sportsmanship and good environmental practices.
- The centre will offer educational opportunities for riders of all ages and skill level. In particular, the centre will offer the Equestrian Canada Rider Program which provides student riders credits towards their high school diploma.
- One of our goals is to provide subsidized lessons and equestrian activities for disadvantaged residents and their families.
- The centre will be operated mainly by volunteers.
- Once finances to acquire or lease a suitable property are obtained, building of indoor and outdoor riding rings, as well as boarding stables will commence.

MLS #: 348766

Address: Lot B Brinkworthy Rd, Salt Spring Island Island

Legal Description: North Salt Spring Island, Except Plan EPP23826

P.I.D.: [028-671-180](#)

Zoning: Agricultural

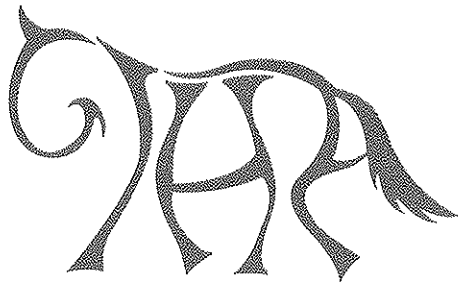
Acres: 10.85

Taxes: \$ 1,310.00



The above information is believed to be accurate but

VREB MLS 3



Gulf Islands
Horsemen's Association

Infrastructure and Land Budget



Infrastructure

Fencing @ 3000	\$ 80,000.00
Outdoor Ring	\$ 50,000.00
Perimeter trail	\$ 50,000.00
Hay storage	\$ 40,000.00
Parking and Roads	\$ 50,000.00
Small Barn	\$ 90,000.00
Bathroom Block	\$ 90,000.00
Indoor arena with 20 stalls	\$ 2,000,000.00

Subtotal \$ 2,450,000.00

Land \$ 600,000.00

Total \$ 3,050,000.00

Project	Comments	Capital Reserve Fund (CRF) Equipment Replacement Fund (ERF) General Operating (O) Revenue (R) Grant Funded (G)
1. COMMUNITY PARKS (Parks, Trails and Beach Access)		
1.1 Rotary Dock	 <p><i>24 boats were tied to the Rotary Dock. Several of the boats were full of water or submerged. Signs were posted giving one week's notice to remove boats before the boats were removed. Plans to plant red and white flowers at Rotary to celebrate Canada 150 are underway. Additional parks may be included but water and planters are an issue.</i></p>	
1.2 Duck Creek Park	 <p><i>Concerns with larger rocks used on new pathways have been brought forward. Staff are looking into quotes to provide options to the Commission. The old house garage at the pool is a safety concern and should be taken down. The concrete pad could be left and used to store gravel on. A hazardous materials assessment is planned before a budget for removal can be prepared.</i></p>	
1.3 Mereside SRW	<p><i>Walked potential SRW over existing trail connecting into Bryant Hill Park. No major upgrades identified. A management plan is included in the June agenda package. A preliminary survey has been completed. The full survey is expected to be completed later this month. Final survey completed, SRW documents are being prepared for a notarized signature with the land owner. Documents have been prepared and are being reviewed by the owners. Project Completed - SRW on file, trail has been added to PARC inventory and added to spring maintenance.</i></p>	\$8,520 (CRF)
1.4 Hedgers Turn SRW's	<p><i>Survey completed in 2015, SRW's have been signed with the property owner's and registered on title. Meeting with MOTI took place on Sept. 13th to secure LOC over road. Trail to be re-located and open for public use this fall. 8 dangerous trees removed in preparation for trail re-development.</i></p>	\$19,000 (CRF)
1.6 Snow Storm Procedure	<p>2 Regular Part Time Parks Maintenance Workers returned to work on February 6th and were kept quite busy with snow removal. See attached "Snow and Ice Control" priority list.</p>	
2. PARKLAND (Pool and Park Facilities/ Administration)		
2.1 Pool	<p><i>2016 July-Sept quarterly report shows an overall increase of 3,705 visits compared to 2015. This is the first time that the pool has been open for the full month of September accounting for 2,604 visits. The pool will close for annual maintenance in April, 2017.</i></p>	
2.2 Saturday Market	<p><i>Rob Pingle has been re-hired at the Market Coordinator for the 2017 season. We have scheduled a MAG meeting for March 6, 2017 as we have had 9 exemption requests from farmers who were unable to apply for farm status before the 2016 deadline.</i></p>	
3. COMMUNITY RECREATION (Recreation Programs and Leisure Guide)		
3.1 Leisure Guide / New RecSoftware	<p><i>The Winter Leisure Guide was mailed out and available for pickup December 7th. Online registration also began December 7th and we have seen 48 registrations to date.</i></p> <p><i>Our new Mac Computer course had 9 registrants, PARC worked on a contracted split of the program revenue for marketing and providing room space. Planning for Spring/Summer has begun, new program applications can be submitted online.</i></p>	

Project

Comments

Capital Reserve Fund (CRF)
 Equipment Replacement Fund (ERF)
 General Operating (O)
 Revenue (R)
 Grant Funded (G)

4. CAPITAL PROJECTS		
<p>4.1 Centennial Park Master Plan</p>	<p><i>A Design Charrette was held on April 10/16. This is the final step in Phase 1 - Background Research. There are a total of four steps in the 8 month community consultation process: 1) Background Research 2) Preliminary Design 3) Master Plan Development 4) Final Report and Submission. Consultation with First Nations is scheduled for later in September. A draft will be brought back to PARC in October for final comment. First Nations consultation has been rescheduled to October 17th.</i></p>	<p><i>\$30,000 (CRF)</i></p>

Snow and Ice Control

Priority	Location	Snow	Ice	Charge
1	Portlock Park Parking Lot	BY CONTRACT	CRD	PARK
2	Rainbow Road Pool Parking lot and access sidewalk	BY CONTRACT	CRD	PARK
3	Stairs/Boardwalk - Rotary Park	CRD	CRD	PARK
4	Centennial Park Sidewalk	CRD	CRD	PARK
5	Bus Shelters -Lower Ganges Rd @ Country Grocer	CRD	CRD	TRANSPORTATION
6	Road Pathway – Crofton from Lower Ganges to Hospital	CRD	CRD	TRANSPORTATION
7	Road Pathway – Blain from Lower Ganges Rd to Greenwoods	CRD	CRD	TRANSPORTATION
8	Pedestrian Walkway - Lower Ganges Rd Police Station to South end of Walkway	CRD	CRD	TRANSPORTATION
9	Pedestrian Walkway - Harbour Front	CRD	CRD	TRANSPORTATION
10	Stairs – Harbour Front Kiosk	CRD	CRD	PARK
11	Centennial Park – Sidewalk/Boardwalk	CRD	CRD	PARK
12	Centennial Park – Parking Lot	CRD	CRD	PARK

*Gravel pathways do NOT have snow removal or ice control.



Making a difference...together

**REPORT TO PARKS AND RECREATION COMMISSION
MEETING OF MONDAY, FEBRUARY 20, 2017**

ITEM 5.2

SUBJECT CENTENNIAL PARK MASTER PLAN

ISSUE

The purpose of this report is to approve the Centennial Park Salt Spring Island 2016 Masterplan.

BACKGROUND

The Salt Spring Island Parks and Recreation Commission (PARC) is preparing to invest in a major capital project identified in the five year capital plan for Centennial Park. PARC recognized that the 1966 Masterplan required updating to set a long term vision for Centennial Park. The new Masterplan is a 20 year vision that will guide future operations, management and capital investment decisions as well as feature this unique and important public space as an attraction for the entire community as well as visitors.

Community consultations revealed Centennial Park has a fantastic location, hosts great events and boasts a few well-loved features. The consultations also helped identify where Centennial Park can be improved to fulfill its potential as a well-utilized and welcoming space, particularly on days without planned events. Areas to consider addressing include: design limitations for activities that take place there; barriers to year-round use; recurring nuisance, drainage, and safety, illegal activities; and a desire for strong connections to the waterfront and the surrounding village.

A full community consultation process was undertaken in 2016 and the key steps are outlined as follows (LADR, 2016, p. 17):

January - March 2016:	Interviews, online feedback forms and a roundtable stakeholder meeting was used to identify existing and future needs, issues and opportunities.
April 2016:	A day-long community design charrette was held to receive feedback on draft design concepts.
June - July 2016:	Three draft design concept were shared with stakeholders and the general public for further comments
November 2016:	The Draft Master Plan was posted online and presented to PARC and the community for a final round of feedback.

At the January 16, 2017 meeting the PARC Commission considered the draft plan and further input from the community regarding the removal of mature trees and the proposed phased approach to implementing the plan. The PARC Commission requested that Staff work with the consultant to clarify and amend the phased approach in an effort to keep the remainder park areas not being addressed in current phase work as enjoyable as possible.

ECONOMIC IMPLICATIONS

The Centennial Park 20 year Masterplan requires considerable funding and will need to be approached in phases. (LADR, 2016, p. 26)

This 20 year plan will prioritize infrastructure investment for Centennial Park and inform the divisional service plans, strategies, and five year financial plan. Once the Masterplan is approved staff will be preparing detailed a budget for each of the five phases of development including the topographical survey, soils and hydrological investigation and a grading/drainage plan, on-site storm water management, and facility designs to support the master plan.

ALTERNATIVES

Alternative 1:

Approve the Centennial Park Salt Spring Island 2016 Masterplan as amended and presented; and further that staff prepare an implementation schedule and budget for phase 1 – washroom facility and associated site works and order of magnitude of costs for phases 2 to 5 to implement the plan as presented.

Alternative 2:

Approve the Centennial Park Salt Spring Island 2016 Masterplan with some further amendments and prepare a an implementation schedule and budget for phase 1 – washroom facility and associated site works and order of magnitude of costs for phases 2 to 5 to implement the plan as presented.

Alternative 3:

Provide one additional four hour consultation with community at an additional cost of \$1,500 to present the final plan.

CONCLUSION

The Centennial Park 20 year Masterplan requires considerable funding and will need to be approached in phases. Community consultations revealed Centennial Park has a fantastic location, hosts great events and boasts a few well-loved features but had several areas to consider addressing. The PARC Commission has put considerable effort into procuring a long term vision for Centennial Park and preparing the framework to achieve community goals in a fiscally responsible manner.

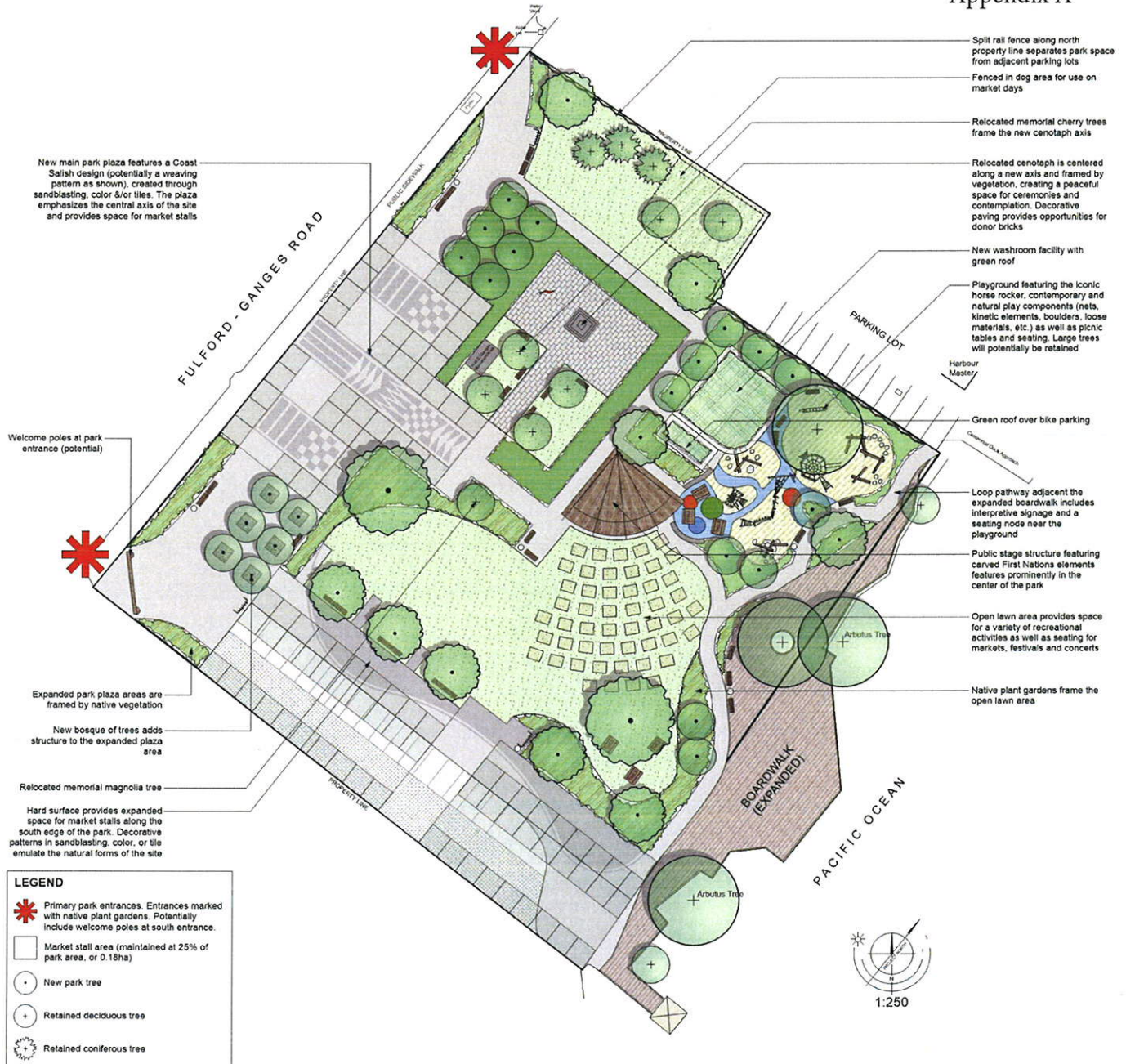
RECOMMENDATION

That the Salt Spring Island Parks and Recreation Commission approve the Centennial Park Salt Spring Island 2016 Masterplan as amended and presented; and further that staff prepare an implementation schedule and budget for phase 1 – washroom facility and associated site works and order of magnitude of costs for phases 2 to 5 to implement the plan as presented.

Submitted by:	Dan Ovington, Manager, Parks and Recreation
Concurrence:	Karla Campbell, Senior Manager, SSI Electoral Area

DO:ts

Attachments: Appendix A – Centennial Park Salt Spring Island 2016 Masterplan – Amended
Section (LADR, 2016, p. 23-27)
Appendix B – Phasing Work Sample Guideline



Map 11: Market Layout

other vendors. It includes electrical supply near the proposed stall locations and electrical and water supply outside the new washroom facility.

The Plan shows ninety-one 3mx3m stalls for reference purposes only. Market stalls could vary in size and, depending on size, more or less could be accommodated in the designated market footprint.

Recommendations:

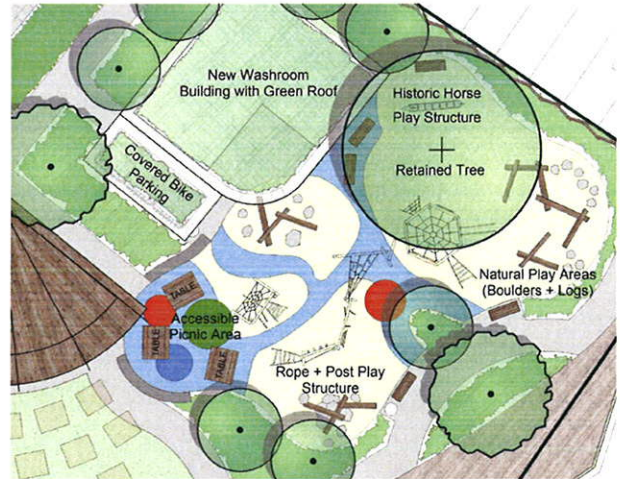
- Expand the number of stalls on south property line; this requires widening the adjacent park sidewalk (see 6.3.3 Circulation). Provide inground electrical connections within the sidewalk to accommodate vendor requirements (do not allow electrical cords or other market paraphernalia to cross the sidewalk between market stalls and park lawn).
- Maintain park accesses and view corridors from the north, south and centre of the FGR park plaza, and along the south property line; do not locate stalls at the north or south end of the FGR frontage. This will ensure views of the park and ocean from FGR, a designated scenic route, are maintained and that pedestrians will be able to

access the park without having to walk through the market. It also provides controlled market entrances, mitigating spillover onto adjacent drive aisles and parking lots.

- The proposed layout provides an opportunity to reasonably expand the market off-site, to the boardwalk or the adjacent south property (already happening). As market demand increases, consideration should be given to extending the market to streets and alleys throughout Ganges.

6.3.6 Playground

In response to considerable input from stakeholders and citizen engagement participants, the Plan replaces the playground with a universally accessible, innovative and customized play environment. Through its layout and design the environment is intended to encourage socialization and imaginative play, physical activity, engagement with the environment, and risk taking. Local artists could be commissioned to create some components of the play environment, and, potentially, additional elements that could be placed throughout the park.



Map 11: Potential playground

Recommendations:

- Design the environment to engage all the senses (sight, hearing, touch, taste, and smell), to encourage children to engage in imaginative play and interact with their environment, and include components with an element of risk.
- Include a significant amount of natural materials.
- Integrate the play environment with the larger park through path connections, soft edges, and consistent use of site materials, furniture, signage, etc.
- Place bike racks, a drinking fountain, washrooms, picnic tables, and seating for both adults and children close by.
- Include child friendly plantings, low shrubs that don't obscure site lines, and trees for shade.
- Use a mix of universally accessible safety surfacing to create interest and scale (engineered wood fiber, rubber). Include subsurface drainage if necessary to maintain year round use.
- Retain the icon rocking horse.
- Provide a water source (hose bib) near the play environment for maintenance purposes.

6.3.7 Washrooms, Shelter (Gathering Place) & Covered Bike Racks

The Plan recommends locating the new washrooms and covered bike racks in the vicinity of the current washroom, and the new shelter or covered 'gathering place' near the centre of the park. Their proximity to each other is deliberate and intentionally establishes a small service area within the park. In accordance with Section 7.5.3 of the Land Use Bylaw, 50% of bicycle parking must be sheltered from precipitation and maximum allowable lot coverage (all structures) is 5%.

The shelter should accommodate and support a wide range of activities, including concerts, presentations, ceremonies, craft/art displays, workshops, theatre, dance, storytelling, picnicking and recreational activities such as aerobics, tai chi and yoga. The washrooms should include baby change areas and family and gender neutral options. Both shelter and washrooms must be accessible and vandal resistant; doorways are to be well lit and highly visible.

Recommendations:

- Create a comprehensive, vernacular design strategy for new



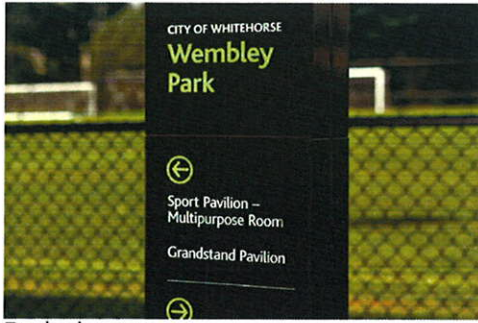
Terra Nova Adventure Park, Richmond, BC



Timber Tangle by Richter Spielgerate



Rammed earth building, Saanich, BC



Park signage



Recessed surface lighting

structures, signage and site furniture; the strategy should reflect the unique artistic character and cultural roots of Salt Spring Island.

- Build structures out of resilient, sustainable and local materials such as rammed earth, heavy timber and stone, and incorporate sustainability features such as solar panels, green roofs, water harvesting, and passive house principles, etc., wherever practicable. (Saanich recently completed a rammed earth pump station with public washrooms in the Gorge Waterway Park)
- Provide water and electrical supply to the shelter, and washroom interior and exterior. An accessible drinking fountain should be included in the area.
- Provide computer/phone charging stations at the shelter. It would be ideal to also provide charging stations at picnic tables and benches.
- Provide a bike charging station and bike kitchen in the covered bike rack area.

6.3.8 Signage

Signage is an important communication tool that can, when well designed and located, strengthen park identity while providing wayfinding, interpretive, educational and recreational information. Park signage should be developed as part of the comprehensive design strategy for all structures within the park, and should be customized for target audiences and locations. All forms of signage should be considered: traditional free standing, graphics/shapes on structures or paving, free form, QR codes.

Recommendations:

- Incorporate park identification into the entry designs at the north and south ends of the FGR frontage. Park identification should be visible in the dark and all weather.
- Incorporate interpretive signs along the path adjacent the boardwalk. Use QR codes for extensive information and/or sound.
- Include an interpretive sign in the cenotaph garden.
- Add additional signage as may be determined beneficial, but do not create sign pollution!

6.3.9 Site Lighting

Stakeholders and citizen engagement participants unanimously supported lighting improvements, citing current insufficient lighting as a safety concern and major contributor to poor use at dusk and in the evening.

Installation of low level, vandal resistant, bollard or recessed surface lighting should be considered for pathways and the cenotaph garden. Additional lighting should be considered for major park entries (north and south end of the FGR frontage), the central service area (washrooms, shelter, covered bike racks), and, ideally, incorporated into play environment elements. Down lights in trees, and benches with built-in lights should also be considered (colours could be changed for seasonal interest).

Recommendations:

- Light fixtures should be either hard wired LED or solar powered, and installed in such a way as to limit intrusion on the night sky, and prevent spill over into neighbouring properties

7.0 Implementation

7.1 Phasing

The Centennial Park 15-20 Year Masterplan represents a considerable financial outlay and will need to be approached in phases. It is important that the park remain accessible, or partially accessible, during most of the construction period, and that work be carefully planned and scheduled to minimize damage to the environment and protected elements.

Successful development of the Plan will be, in part, contingent on understanding and mitigating the existing drainage issues and providing appropriate growing medium for new vegetation. An engineering investigation will be required to determine fill properties and create a comprehensive grading and on-site stormwater management plan. It is likely that the hydrology and soils/fill investigation and report would take approximately two to four weeks and the grading/drainage plan another two-three weeks.

It would be ideal from a construction and drainage standpoint to complete all earth works at once, however, phasing by park areas is more realistic from a budgeting perspective. Recommended phasing is provided below.

Note that in addition to the recommended phasing, the following work can take place at any time, as funds allow:

- Trees to be temporarily transplanted to another site may be moved (best done in fall) and trees intended for retention assessed by a qualified arborist. After assessment and with the exception of the Sitka pine 'Christmas tree', trees recommended for removal may be felled. That said, it may be beneficial to keep trees on site until the area they are located in is being developed. This will mitigate the impact of removal, and maintain some shade and ecological benefit during the course of construction.
- The Sitka pine that is traditionally decorated for Christmas is to be retained and assessed at the start of Phase 3. Critical root zones of retained trees must be maintained at current grades and protected with appropriate fencing. Should the Sitka pine be found suitable for retention, requirements for its long term success and necessary adjustments to the masterplan will be reviewed.
- Significant park elements – memorial plaques, time capsule, rocking horse, etc., should be carefully removed from the park for safekeeping during earth works, and then reinstated. The cenotaph should be protected with appropriate fencing and carefully relocated on site to its new position once the receiving area is prepared.

All new vegetation will require watering until established; establishment is typically considered to be 2-3 years. Trees should be planted at 7cm-9cm calliper whenever possible; they will require special attention to ensure root balls do not dry out. Given that the park will not have irrigation, the use of low cost tree watering devices such as 'Tregator' watering bags is recommended. Planting in the fall is also useful as it takes advantage of winter rains for root establishment.

Phase 1

1. Complete a site wide topographical survey, and soils and hydrological investigation, and prepare a grading/drainage plan that supports the 15-20 Year Vision Plan and on-site stormwater management. This is a critical first step (much of the work may already be completed). Once a drainage/grading plan is in place the first phase of design/construction can begin.
2. Using the masterplan as a guide, prepare a detail design for new washrooms and include an area of landscape transition as part of the design. The detail washroom design is to include drinking fountain, hose bib(s), extended roof for protected bike parking, circulation/access and other features recommended in report. It must incorporate relevant aspects of the new grading/drainage plan, and indicate how new grades will ease to existing conditions. The design may require temporary grading and/or servicing until adjacent areas within the park are completed.
3. Move offsite any trees or significant park elements that fall within the washroom construction zone, and are to be retained but relocated. Have an arbourist assess trees identified for retention on masterplan, and erect protective fencing around trees deemed suitable for retention near or in the construction zone.
4. Undertake demolition as required; construct new washrooms and install related landscape and site services.

Phase 2

1. Remove the berms and band shell and, using the masterplan as a guideline, prepare a detail design for the open lawn area, expanded boardwalk and loop pathway. The detail design is to incorporate relevant aspects of the current grading/drainage plan, and indicate how new grades will ease to existing conditions. The design may require temporary grading and/or servicing until adjacent areas within the park are completed.
2. Move offsite any trees or significant park elements that fall within the Phase 2 construction zone, and are to be retained but relocated. Have an arbourist assess trees identified for retention on masterplan, and erect protective fencing around trees deemed suitable for retention near or in the construction zone.
3. Undertake site work and construction as required; install related site services.

Phase 3

1. Assess the Sitka pine's health and practicability for retention. If the pine is found to be suitable for retention, requirements for its long term success and impacts on the masterplan are to be reviewed. CRD is to determine a process for evaluation and potential masterplan adjustments.
2. Using the masterplan as a guideline (adjusted if necessary for retention of the Sitka pine), prepare a detail design for all plaza areas, primary park entrance features and the new stage/shelter. The design will include permanent primary walkway connections between the plaza, stage/shelter and washrooms. Incorporate First Nations elements into the park entrance features, stage/shelter and plaza design from the start; design details are to be determined jointly with First Nations. The detail design is to incorporate relevant aspects of the new grading/drainage plan, and indicate how new grades will ease to existing conditions. The design may require temporary grading and/or servicing until adjacent areas within the park are completed.

3. Move offsite any trees or significant park elements that fall within the Phase 3 construction zone, and are to be retained but relocated. Prior to move have an arbourist assess trees and move only those deemed suitable for transplanting. Protect any trees to be retained in or near the construction zone.
4. Undertake site work and construction as required; install related site services. Note that installation of the primary park entrance features could take place in Phase 4, but must be planned for in Phase 3.

Phase 4

1. Using the masterplan as a guideline, prepare a detail design for the new cenotaph area and related circulation. The detail design is to incorporate relevant aspects of the new grading/drainage plan, and indicate how new grades will ease to existing conditions. The design may require temporary grading and/or servicing until adjacent areas within the park are completed.
2. Move offsite any trees or significant park elements that fall within the Phase 4 construction zone, and are to be retained but relocated. Prior to move have an arbourist assess trees and move only those deemed suitable for transplanting. Protect any trees to be retained in or near the construction zone.
3. Undertake site work and construction as required; install related site services. Transplant memorial trees back to the park. (4 cherry and 1 magnolia). Reinstall the cenotaph, memorial plaques and time capsule. Install primary park entrance features if not installed in Phase 3.

Phase 5

1. Using the masterplan as a guideline, prepare a detail design for the play space and all remaining park areas. The detail design will include final resolution of the grading/drainage plan; all temporary grading and/or servicing remaining in the park is to be replaced with permanent grading and/or servicing in this phase.
2. Move offsite any significant park elements that fall within the Phase 5 construction zone, and are to be retained but relocated. Protect any trees to be retained in or near the construction zone.
3. Undertake site work and construction as required; install related site services.

8.0 Endnotes

1. Driftwood, Thursday, June 30, 1966 <http://saltspringarchives.com/driftwood/1966/June30-1966.pdf>
2. Gulf Islands Driftwood. Thursday, July 13, 1967. <http://saltspringarchives.com/driftwood/1967/July13-1967.pdf>
3. Isabelle Larocque, *The Hydrology of Salt Spring Island, British Columbia, (thesis) 2014*. http://pics.uvic.ca/sites/default/files/uploads/publications/Larocque_Thesis.pdf
4. SFU, *Risk Assessment Framework for Coastal Aquifers Study, 2015*. https://www.sfu.ca/personal/dallen/Risk_to_Coastal_Bedrock_Aquifers.html
5. NDS, Inc., *Principles of Exterior Drainage - Short Course, 2007* NDS Inc. www.NDSPRO.com

PHASING WORK SAMPLE GUIDELINE

First step for the entire long term phased project is to obtain the following studies for the park area: topographical survey, soil & hydrological investigation, grading & drainage plan which will then be utilized in each stage of the planning and detail design work necessary for each phase of construction

Phase 1 – (a) detail design for washrooms (b) remove/store plant material as appropriate (c) demolition and construct new washrooms

Phase 2 – (a) detail design for open lawn area/loop walkways/expanded boardwalk (b) remove berms and band shell (c) store time capsule, memorial plaques and trees (c) construction of open area walkways

Phase 3 – (a) prepare detailed design of plaza “market areas”, entrance areas and new stage/shelter which include First Nations features (b) Sitka pine’s health TBD (c) remove and store trees and plant life, grade area (d) construction

Phase 4 - (a) detail design Cenotaph area, including memorial plaques, time capsules, etc. (b) assess condition of memorial trees, remove and store as possible (c) construction

Phase 5 – (a) detail design of play space (b) remove and store significant park elements





Making a difference...together

**REPORT TO SALT SPRING ISLAND PARKS AND RECREATION COMMISSION
MEETING OF MONDAY, FEBRUARY 20, 2017**

Item 6.1

SUBJECT 2016 SSI PARKS AND RECREATION OPERATING SURPLUS

ISSUE

This report provides the details of the 2016 operating surpluses for the Pool and Parkland Combined, Community Parks and Community Recreation operating accounts and includes a recommendation for transfers to balance the 2016 Operating Budget.

BACKGROUND

The Capital Regional District is required to provide projected Capital and Operating budgets in 5 years cycles. The 2016 operating surplus for the Pool and Parkland Combined, Community Parks and Community Recreation operating accounts including transfers to capital and equipment replacement funds was \$102,609.

The surplus is broken down below in the various 2016 budget accounts with a staff recommendation for balancing the 2016 operating budget by transferring the funds towards future operations.

Surplus	Amount	Recommended Transfer
Pool	\$17,312	Project fund for strategic plan
Parkland	\$56,808	Centennial Park upgrades
Community Parks	\$21,179	Centennial Park upgrades
Community Recreation	\$7,310	Carry forward to offset 2017 operating costs

A. POOL AND PARKLAND COMBINED SERVICE 1.453 & 1.455

Pool Surplus of \$17,312 was driven by the following factors:

Surplus:

- 1) contract to service for pool operation due to accounting error **\$2,839**
- 2) maintenance due to not closing the pool **\$3,503**
- 3) reduced debt charges **\$2,145**
- 4) revenue fees due to increased adult fees and membership sales **\$21,198**
- 5) Miscellaneous **\$298**

(Deficit):

- 6) utilities due to not closing the pool for annual maintenance in 2016 **(-\$5,213)**
- 7) programs due to additional aquafit classes in September and increased swim club use outside of pool operating hours **(-\$5,718)**
- 8) for apparel sales due to lack of apparel sales in 2016 **(-\$1,740)**

There has been \$30,000 budgeted in 2017 operating to update the 2009 Parks and Recreation Strategic Plan. Initial estimates are coming in closer to \$50,000 so additional funding may be needed.

Parkland Surplus of \$56,808 was driven by the following factors:

Surplus:

- 1) maintenance and repairs due to preventative maintenance **\$8,317**
- 2) utilities due to water restrictions **\$12,244**
- 3) contact for services due to reduced waterfront portable toilets and an increase in charges to community parks budgets for portable toilets **\$7,792**
- 4) recreation programs to increase transfer to ERF for Recreation Software **\$29,470**
- 5) travel due to reduced travel expenses **\$2,312**
- 6) licenses and fees due to reduced licensing costs of software **\$5,780**
- 7) internal recoveries to register recreation programs **\$20,610**
- 8) revenue-other due to donations, room rentals and interest income **\$12,149**
- 9) Miscellaneous **\$497**

(Deficit):

- 10) advertising and promotion due new trail guides design and printing **(\$-3,837)**
- 11) supplies-other due to increased office supplies and photocopy repair **(\$-13,526)**
- 12) Transfer to equipment replacement fund for Recreation Software **(\$-25,000)**

2018 utilities, repairs and maintenance budgets should be reduced with the savings seen as an increased transfer to capital reserve fund for future irrigation and water management upgrades.

Pool and Parkland Capital Reserve Fund

Planned transfer of **\$124,530** is recommended to be increased to **\$181,338** to balance surplus budget amount. Anticipated Pool and Parkland CRF projects over the next five years is estimated at **\$1,555,000** to fund trail development, ball field development, beach access improvements, pool development, tennis and multisport court upgrades. Grant funding is still required to fully fund these projects. In addition transfers to reserves will need to be reduced by close to **\$120,000** to replenish the Parkland Acquisition Fund.

Pool and Parkland Equipment Replacement Fund

Planned transfers of \$42,400 is recommended to remain the same.

B. COMMUNITY PARKS 1.458

Community Parks Surplus of \$21,179 was driven by the following factors:

Surplus:

- 1) maintenance and repairs due to preventative maintenance **\$4,973**
- 2) utilities due to water restrictions **\$10,431**
- 3) rental revenue for Market fees **\$9,916**
- 4) revenue-other for Fulford Ballpark fence donation and memorial benches sales **\$16,159**

(Deficit):

- 5) wages and salaries due to decreased wage charges to capital projects **(\$-7,927)**
- 6) contract for services for portable toilets due to reduced costs to Parkland budget **(\$-4,775)**

- 7) operating-other due to stocking memorial benches **(-\$7,364)**
- 8) Miscellaneous **(-\$234)**

2018 utilities, repairs and maintenance budgets should be reduced with the savings seen as an increased transfer to capital reserve fund for future irrigation and water management upgrades.

Community Parks Capital Reserve Fund

Planned transfer of **\$9,950** has is recommended to be increased to **\$31,129** to balance surplus budget amount. Anticipated community Park CRF projects over the next five years is estimated at **\$400,000** to replace the washrooms at Centennial Park. Without an increase transfer to CRF the centennial park washroom will not be fully funded and dependant on securing grant funding in the amount of **\$65,000**.

Community Parks Equipment Replacement Fund

There is no planned transfer in 2016. Anticipated Community Parks ERF projects over the next five years is estimated at \$63,000 to replace a mower and maintenance truck. There is a planned transfer of \$2,500 in 2017.

C. COMMUNITY RECREATION 1.459

Community Recreation Surplus of \$7,310 was driven by the following factors:

Surplus:

- 1) recreation programs for contracted programs requiring less equipment and supplies **\$7,732**
- 2) travel expenditures for new lower rental contract for camp bus **\$4,421**
- 3) program revenue for additional program offerings **\$33,851**

(Deficit):

- 4) salaries and wage expenses for additional programs **(-\$13,255)**
- 5) operating expenditures for court #2-4 resurfacing **(-\$10,995)**
- 6) internal transfer expenditure for administering recreation programs **(-\$14,397)**
- 7) Miscellaneous **(-\$47)**

Community Recreation Capital Reserves and Equipment Replacement Fund

This fund does not contribute to reserves. Therefore, the surplus will be carried forward to 2017 as revenue.

ALTERNATIVES

That the Salt Spring Island Parks and Recreation Commission recommend to the Capital Regional District Board:

1. Balance the 2016 actual revenue and expenditures with the following transfers

Surplus	Amount	Recommended Transfer
Pool	\$17,312	Project fund for strategic plan
Parkland	\$56,808	Centennial Park upgrades
Community Parks	\$21,179	Centennial Park upgrades
Community Recreation	\$7,310	Carry forward to offset 2017 operating costs

2. That the report be referred back to staff for further review.

CONCLUSION

The 2016 operating surplus for the Pool and Parkland Combined, Community Parks and Community Recreation operating accounts including transfers to capital and equipment replacement funds was \$102,609. These surpluses are mainly the result of operational changes to increase revenue and reduce expenses.

The current five year capital plan is not fully funded and depends on grant funding for a number of projects including the Centennial Park Washroom replacement, ballfield development, tennis and multisport court upgrades. There has been \$30,000 budgeted to update the 2009 Parks and Recreation Strategic Plan, additional funding may be required to complete this project in 2017.

Trends of increased revenue, and decreased costs for utilities, repairs and maintenance budgets should be adjusted with future savings seen as an increased transfer to capital reserve fund to fully fund the five year capital plan and allow for additional projects such as irrigation and water management upgrades.

RECOMMENDATION

That the Salt Spring Island Parks and Recreation Commission recommend to the Capital Regional District Board balance the 2016 actual revenue and expenditures with the following transfers:

Surplus	Amount	Recommended Transfer
Pool	\$17,312	Project fund for strategic plan
Parkland	\$56,808	Centennial Park upgrades
Community Parks	\$21,179	Centennial Park upgrades
Community Recreation	\$7,310	Carry forward to offset 2017 operating costs

Submitted by:	Dan Ovington, Parks and Recreation Manager
Concurrence:	Karla Campbell, Senior Manager, Salt Spring Island Electoral Area

DO/ts

Attachment: Appendix A – 2016 SSI PARC Operating Budget Surplus
Appendix B – 2017-2021 Five Year Capital Expenditure Fund

Overall combined budgets

	2016		BUDGET REQUEST			FUTURE PROJECTIONS				
	BOARD BUDGET	ESTIMATED ACTUAL	2017 CORE BUDGET	2017 ONGOING	2017 ONE-TIME	2017 TOTAL	2018	2019	2020	2021
SALT SPRING ISLAND RECREATION - ALL SERVICE AREAS										
OPERATING COSTS:										
Swimming Pool	759,690	744,470	771,000	-	-	771,000	786,170	801,630	817,350	833,870
Community Parks	425,350	451,740	283,350	160,390	-	443,740	454,230	461,830	469,540	477,300
Community Recreation	104,420	109,810	115,760	-	-	115,760	111,420	113,420	115,400	117,350
Parks, Land & Recreation	550,280	510,060	505,610	-	-	505,610	513,560	522,190	530,960	539,770
TOTAL OPERATING COSTS	1,839,740	1,816,080	1,675,720	160,390	-	1,836,110	1,865,380	1,899,070	1,933,250	1,968,290
*Percentage Increase						-0.2%	1.6%	1.8%	1.8%	1.8%
CAPITAL / RESERVE										
Swimming Pool	39,480	84,050	70,590	-	-	70,590	69,530	67,360	84,490	213,230
Community Parks	9,950	9,150	7,360	-	-	7,360	5,840	7,510	9,200	11,020
Parks, Land & Recreation	127,450	181,230	142,580	-	-	142,580	132,180	145,520	146,860	148,300
DEBT CHARGES - Swimming Pool	201,300	201,300	190,560	-	-	190,560	190,540	190,520	171,130	26,880
TOTAL CAPITAL / RESERVES	378,180	475,730	411,090	-	-	411,090	397,090	410,910	411,680	399,430
TOTAL COSTS	2,217,920	2,291,810	2,086,810	160,390	-	2,247,200	2,262,470	2,309,980	2,344,930	2,367,720
Internal Recoveries	(47,430)	(59,890)	(4,520)	-	-	(4,520)	7,640	(4,460)	(4,550)	(4,640)
OPERATING LESS RECOVERIES	2,170,490	2,231,920	2,082,290	160,390	-	2,242,680	2,270,110	2,305,520	2,340,380	2,363,080
FUNDING SOURCES (REVENUE)										
Estimated balance CIF from 2016 to 2017	-	1,090	(7,310)	-	-	(7,310)	-	-	-	-
Balance CIF from 2015 to 2016	(19,120)	(19,120)	-	-	-	-	(230,420)	(232,470)	(233,520)	(234,530)
Swimming Pool	(197,690)	(227,040)	(229,370)	-	-	(229,370)	(110,430)	(112,530)	(114,630)	(116,730)
Community Parks	(94,310)	(107,440)	(108,330)	-	-	(108,330)	(68,470)	(69,960)	(71,480)	(73,000)
Community Recreation	(47,750)	(60,450)	(65,960)	-	-	(65,960)	(2,770)	(2,770)	(2,770)	(2,770)
Parks, Land & Recreation	(1,970)	(9,310)	(2,770)	-	-	(2,770)	(412,090)	(417,750)	(422,410)	(427,030)
TOTAL REVENUE	(360,840)	(422,270)	(413,740)	-	-	(413,740)	(1,858,020)	(1,887,770)	(1,917,970)	(1,936,050)
REQUISITION	(1,809,650)	(1,809,650)	(1,668,550)	(160,390)	-	(1,828,940)	1.6%	1.6%	1.6%	0.9%
*Percentage increase over prior year requisition										
AUTHORIZED POSITIONS:										
Salaries	3.00	3.00	3.00	-	-	3.00	3.00	3.00	3.00	3.00
Hourly	0.50	0.50	0.50	-	-	0.50	0.50	0.50	0.50	0.50

A-Pool and Parkland Combined Service
Pool Surplus

	2016		ESTIMATED ACTUAL	BUDGET REQUEST		FUTURE PROJECTIONS			
	BOARD BUDGET	ACTUAL		CORE BUDGET	2017 ONGOING	TOTAL	2018	2019	2020
SALT SPRING ISLAND RECREATION - SWIMMING POOL									
OPERATING COSTS:									
Contract for Services	584,110	584,110	584,110	595,650	-	595,650	619,710	632,100	644,740
Utilities	121,320	120,533	107,660	115,900	-	115,900	120,580	123,000	125,450
Programs and Other Operating	23,420	29,138	21,870	26,480	-	26,480	27,040	27,260	27,990
Maintenance & Insurance	21,450	17,947	21,440	22,100	-	22,100	22,540	23,450	23,920
Internal Allocations	9,390	9,392	9,390	10,870	-	10,870	11,310	11,540	11,770
TOTAL OPERATING COSTS	759,690	764,281	744,470	771,000	-	771,000	801,630	817,350	833,870
*Percentage Increase						1.5%			
CAPITAL / RESERVE									
Transfer to Capital Reserve Fund	22,080	22,080	46,270	52,780	-	52,780	48,710	46,470	172,730
Transfer to Equipment Replacement Fund	17,400	17,400	37,780	17,810	-	17,810	18,650	38,020	40,500
DEBT CHARGES	201,300	189,155	201,300	190,560	-	190,560	190,540	171,130	28,880
TOTAL CAPITAL / RESERVES	240,780	238,635	285,350	261,150	-	261,150	257,880	255,620	240,110
TOTAL COSTS	1,000,470	1,002,916	1,029,820	1,032,150	-	1,032,150	1,059,510	1,072,970	1,073,980
Internal Recoveries	-	-	-	-	-	-	-	-	-
OPERATING LESS RECOVERIES	1,000,470	1,002,916	1,029,820	1,032,150	-	1,032,150	1,059,510	1,072,970	1,073,980
FUNDING SOURCES (REVENUE)									
Estimated balance C/F from 2015 to 2016	-	-	-	-	-	-	-	-	-
Balance C/F from 2014 to 2015	17,312	17,312	-	-	-	-	-	-	-
Revenue - Fees	(194,550)	(215,748)	(225,000)	(226,500)	-	(226,500)	(229,500)	(230,500)	(231,500)
Payments in Lieu	(300)	(300)	(300)	(690)	-	(690)	(710)	(720)	(730)
Revenue - Other	(3,140)	(1,400)	(1,740)	(2,180)	-	(2,180)	(2,260)	(2,300)	(2,300)
TOTAL REVENUE	(197,690)	(200,136)	(227,040)	(229,370)	-	(229,370)	(232,470)	(233,520)	(234,530)
REQUISITION	(802,780)	(802,780)	(802,780)	(802,780)	-	(802,780)	(827,040)	(839,450)	(839,450)
*Percentage increase over prior year requisition						0.0%	1.5%	1.5%	0.0%
User Funding %	19.45%	19.45%	19.45%	21.94%		21.94%	21.66%	21.48%	21.56%
User Funding excluding debt %	24.34%	24.34%	26.91%	26.91%		26.91%	26.41%	25.56%	22.11%

5) Deficit due to not closing the pool

6) Deficit due to not closing the pool

2) Surplus due to not closing the pool

3) Surplus due to reduced debt charges

4) Surplus due to increased adult fee revenue

7) Deficit due to lack of apparel sales

Parkland Surplus

	2016		ESTIMATED		BUDGET REQUEST		FUTURE PROJECTIONS			
	BOARD BUDGET	ACTUAL	ACTUAL	TOTAL	CORE BUDGET	2017 ONGOING	2018	2019	2020	2021
SALT SPRING ISLAND RECREATION - COMMUNITY PARKS										
OPERATING COSTS:										
Salaries	215,850	106,737	225,900	278,240	117,850	160,390	282,270	286,370	290,540	294,800
Maintenance, Security & Insurance	47,000	42,027	49,620	45,800	45,800		46,730	47,660	48,620	49,540
Internal Allocations	71,110	71,109	71,110	22,010	22,010		22,450	22,900	23,350	23,810
Utilities & Operating - supplies	34,320	24,389	34,920	35,930	35,930		36,630	37,350	38,070	38,760
Contract for Services	30,000	34,775	32,800	33,460	33,460		34,130	34,810	35,500	36,210
Travel - Vehicles	16,000	16,193	20,500	20,550	20,550		21,100	21,650	22,200	22,750
Operating - Other	10,590	17,954	16,890	7,750	7,750		10,920	11,090	11,260	11,430
TOTAL OPERATING COSTS	425,350	313,184	451,740	443,740	283,350	160,390	454,230	461,830	469,540	477,300
*Percentage increase				4.3%			2.4%	1.7%	1.7%	1.7%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Fund	9,950	9,950	9,150	2,500	2,500		-	-	-	-
Transfer to Reserve Fund	9,950	9,950	9,150	4,860	4,860		5,840	7,510	9,200	11,020
TOTAL CAPITAL / RESERVES	20,000	137,065	7,540	7,360	7,360	-	5,840	7,510	9,200	11,020
Internal Time Charges										
							20,800	21,220	21,650	22,080
TOTAL COSTS	455,300	460,199	468,430	471,500	311,110	160,390	480,870	490,560	500,390	510,400
FUNDING SOURCES (REVENUE)										
Estimated balance C/F from 2016 to 2017		21,179	-	-	-		-	-	-	-
Balance C/F from 2015 to 2016	(4,940)	(4,940)	(4,940)	-	-		(105,180)	(107,270)	(109,360)	(111,450)
Rental Income	(90,100)	(100,016)	(101,140)	(103,090)	(103,090)		(330)	(340)	(350)	(360)
Payments in Lieu	(290)	(293)	(290)	(320)	(320)		(4,920)	(4,920)	(4,920)	(4,920)
Revenue-Other	(9,920)	(20,079)	(6,010)	(4,920)	(4,920)		(110,430)	(114,630)	(114,630)	(116,730)
TOTAL REVENUE	(99,250)	(104,149)	(112,380)	(108,330)	(108,330)	-	(370,440)	(490,560)	(385,760)	(393,670)
REQUISITION	(356,050)	(356,050)	(356,050)	(363,170)	(202,760)	(160,390)	2.0%	32.4%	-21.4%	2.1%
*Percentage increase over prior year requisition							3.8	3.8	3.8	3.8
AUTHORIZED POSITIONS:										
Salaried	1.5	1.5	1.5	2.34	1.5		21.87%	21.87%	21.85%	21.84%
User Funding	19.79%									

1) Surplus due to lower maintenance costs

2) Surplus utilities due to water restrictions

6) Deficit for portable toilets due to transfer of charge from Parkland budget

7) Deficit due to stocking memorial benches

3) Surplus due to increased market revenue

4) Surplus due to donations

	2016		ESTIMATED ACTUAL		BUDGET REQUEST		FUTURE PROJECTIONS			
	BOARD BUDGET	ACTUAL	ACTUAL	TOTAL	CORE BUDGET	2017 ONGOING	2018	2019	2020	2021
SALT SPRING ISLAND - COMMUNITY RECREATION PROGRAMS										
OPERATING COSTS:										
Salaries and Wages	36,880	50,135	53,000	55,390	55,390	-	55,860	56,360	56,850	57,340
Recreation Programs	44,220	36,483	24,000	33,210	33,210	-	27,840	28,770	29,680	30,580
Internal Allocations	7,340	21,737	7,340	15,170	15,170	2) Surplus travel due to newssummer camp bus rental agreement	15,480	15,790	16,110	16,430
Travel and Insurance	11,070	6,649	5,880	5,950	5,950	-	6,070	6,190	6,310	6,430
Other Operating	4,910	15,905	19,590	6,040	6,040	-	6,170	6,310	6,450	6,570
TOTAL OPERATING COSTS	104,420	130,915	109,810	115,760	115,760	-	111,420	113,420	115,400	117,350
*Percentage Increase				10.9%			-3.7%	1.8%	1.7%	1.7%
TOTAL COSTS	104,420	130,915	109,810	115,760	115,760	-	111,420	113,420	115,400	117,350
FUNDING SOURCES (REVENUE)										
Estimated balance C/F from 2016 to 2017	-	7,310	7,310	(7,310)	(7,310)	-	-	-	-	-
Balance C/F from 2015 to 2016	(14,180)	(14,180)	(14,180)	-	-	-	-	-	-	-
Revenue - Fees	(47,500)	(81,151)	(60,000)	(65,500)	(65,500)	-	(68,000)	(69,500)	(71,000)	(72,500)
Payments in Lieu	(40)	(35)	(40)	(40)	(40)	-	(40)	(40)	(40)	(40)
Revenue - Other	(410)	(368)	(410)	(420)	(420)	-	(430)	(440)	(450)	(460)
TOTAL REVENUE	(61,930)	(88,425)	(67,320)	(73,270)	(73,270)	-	(68,470)	(69,980)	(71,490)	(73,000)
REQUISITION	(42,490)	(42,490)	(42,490)	(42,490)	(42,490)	-	(42,950)	(43,440)	(43,910)	(44,350)
*Percentage increase over prior year requisition				0.0%			1.1%	1.1%	1.1%	1.0%
User Funding %	45.3%			56.6%			61.0%	61.3%	61.5%	61.8%

	2016		2017		FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2017 ONGOING	2018	2019	2020	2021
SALT SPRING ISLAND - PARKS, LAND & RECREATION PROGRAMS								
OPERATING COSTS:								
Salaries & Wages	219,390	218,210	175,250		177,080	179,430	181,810	184,240
Allocation to SSI Admin	115,040	115,040	116,100		118,420	120,790	123,210	125,670
Maintenance, Disposal & Security	28,260	20,943	28,630		29,200	29,780	30,370	30,970
Utilities & IT	54,380	42,136	64,720		65,770	66,840	67,930	69,040
Contract for Services, Rent & Legal	35,320	27,528	35,070		35,920	36,800	37,700	38,610
Recreation Programs	29,470		25,000		25,500	26,010	26,530	27,060
Advertising, Promotion & Planning	48,910	22,747	13,980		14,310	14,650	14,990	15,330
Internal Allocations	22,990	122,060	23,900		23,910	23,940	23,960	23,990
Travel & Training	7,290	4,978	7,680		7,870	8,070	8,270	8,370
Licences, Fees & Insurance	8,270	2,490	5,320		5,420	5,520	5,620	5,720
Supplies & Other	10,020	23,846	9,960		10,160	10,360	10,570	10,770
TOTAL OPERATING COSTS	550,280	501,228	505,610		513,560	522,190	530,960	539,770
*Percentage Increase					1.6%	3.0%	0.9%	2.9%
CAPITAL / RESERVE								
Capital Equipment Purchases	-	25,000	-		-	-	-	-
Transfer to Equipment Replacement Fund	25,000	25,000	2,550		2,600	2,650	2,700	2,650
Transfer to Reserve Fund - Pool	45,590	2,920	-		-	-	-	-
Transfer to Reserve Fund - Parkland	56,860	128,310	140,030		129,580	142,870	144,160	145,650
TOTAL CAPITAL / RESERVES	127,450	181,230	142,580		132,180	145,520	146,860	148,300
TOTAL COSTS	677,730	682,458	648,190		645,740	667,710	677,820	688,070
Internal Recoveries	(67,430)	(67,430)	(24,920)		(13,160)	(25,680)	(26,200)	(26,720)
OPERATING LESS RECOVERIES	610,300	615,028	623,270		632,580	642,030	651,620	661,350
FUNDING SOURCES (REVENUE)								
Estimated balance C/F from 2016 to 2017	-	(6,220)	-		-	-	-	-
Balance C/F from 2015 to 2016	-	-	-		-	-	-	-
Rental Income	-	(400)	(800)		(800)	(800)	(800)	(800)
Payments in Lieu	(1,170)	(1,170)	(1,170)		(1,170)	(1,170)	(1,170)	(1,170)
Revenue - Other	(800)	(7,740)	(800)		(800)	(800)	(800)	(800)
TOTAL REVENUE	(1,970)	(15,530)	(2,770)		(2,770)	(2,770)	(2,770)	(2,770)
REQUISITION	(608,330)	(608,330)	(620,500)		(629,810)	(639,260)	(648,850)	(658,580)
*Percentage increase over prior year requisition					1.5%	1.5%	1.5%	1.5%
AUTHORIZED POSITIONS:								
Salaries	3.00	3.00	3.00		3.00	3.00	3.00	3.00
Hourly	0.50	0.50	0.50		0.50	0.50	0.50	0.50
User Funding %	0.07%		0.00%		0.00%	0.00%	0.00%	0.00%

5 Year Capital Expenditure Plan

EQUIPMENT REPLACEMENT FUNDS

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Beginning Balance	257,310	249,561	191,701	148,706	134,551
NEW FUNDING					
Transfers from Operating Budgets	62,780	25,640	23,660	24,190	43,660
Interest Income	-	-	-	-	-
Total New Funding	62,780	25,640	23,660	24,190	43,660
EXPENDITURES					
Pool	(70,529)	(33,500)	(16,655)	(20,345)	(38,240)
Parks	-	-	(45,000)	(18,000)	-
Recreation	-	(50,000)	(5,000)	-	-
Total Expenditures	(70,529)	(83,500)	(66,655)	(38,345)	(38,240)
Ending Balance	249,561	191,701	148,706	134,551	139,971

5 Year Capital Expenditure Plan

EQUIPMENT REPLACEMENT FUNDS

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Beginning Balance	257,310	249,561	191,701	148,706	134,551
NEW FUNDING					
Transfers from Operating Budgets	62,780	25,640	23,660	24,190	43,660
Interest Income	-	-	-	-	-
Total New Funding	62,780	25,640	23,660	24,190	43,660
EXPENDITURES					
Pool	(70,529)	(33,500)	(16,655)	(20,345)	(38,240)
Parks	-	-	(45,000)	(18,000)	-
Recreation	-	(50,000)	(5,000)	-	-
Total Expenditures	(70,529)	(83,500)	(66,655)	(38,345)	(38,240)
Ending Balance	249,561	191,701	148,706	134,551	139,971

5 Year Capital Expenditure Plan

EQUIPMENT REPLACEMENT FUNDS

SSI Parks & Rec Equipment Replacement Funds

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
SSIP00L.ERF					
101412					
Beginning Balance	149,239	116,490	103,580	107,985	109,180
Transfer from Operating Budget	37,780	20,590	21,060	21,540	40,960
Expenditures					
Air Handlers / Exhaust Transfer Fans	-	(6,500)	(5,405)	(6,120)	(8,160)
Pumps (Circulating, Submersible, Heat)	(9,868)	-	-	-	(10,080)
Pool Filters /Heat Exchanger	-	-	(3,000)	-	-
Pool Vacuum (RecX every other time)	(13,262)	-	-	-	-
Chilled water cooling coil	(11,940)	(26,000)	-	(13,225)	-
Storage Tanks (Hot water)	(10,670)	-	-	-	-
Lockers	-	-	(8,250)	-	-
Boilers	(3,000)	(1,000)	-	(1,000)	-
Probes (Every two years)	-	-	-	-	-
UV Lights (Every year)	-	-	-	-	-
Washer/Dryer	-	-	-	-	-
Plumbing drainpipes(Cast iron to plastic)	-	-	-	-	-
Hot Tub Heater	-	-	-	-	-
Handi Cap Lift	-	-	-	-	-
Other	(21,789)	-	-	-	(20,000)
Interest	-	-	-	-	-
Ending Balance	116,490	103,580	107,985	109,180	111,900

5 Year Capital Expenditure Plan

EQUIPMENT REPLACEMENT FUNDS

SSIPRK.ERF

101444

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Beginning Balance	83,151	83,151	85,651	40,651	22,651
Transfer from Operating Budget	-	2,500	-	-	-
Cost Sharing Recovery	-	-	-	-	-
Expenditures					
Parks Mtce Truck Replacement	-	-	(45,000)	(18,000)	
Mower					
Interest	-	-	-	-	-
Ending Balance	83,151	85,651	40,651	22,651	22,651

5 Year Capital Expenditure Plan

EQUIPMENT REPLACEMENT FUNDS

SSIREC.ERF

101445

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Beginning Balance	24,921	49,921	2,471	71	2,721
Transfer from Operating Budget	25,000	2,550	2,600	2,650	2,700
Computer Upgrades	-	(10,000)	-	-	-
Photocopy	-	(15,000)	-	-	-
Office Equip	-	-	(5,000)	-	-
Recreation Software Updgrade	-	(25,000)	-	-	-
Interest	-	-	-	-	-
Ending Balance	49,921	2,471	71	2,721	5,421

5 Year Capital Expenditure Plan

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
SSI Pool CRF 1078 102045 Bylaw 3686						
Beginning Balance	224,835	274,025	303,805	124,105	172,815	219,285
Transfers from Operating Budgets	46,270	52,780	50,300	48,710	46,470	172,730
Transfers from Park Land Ops Budget	2,920	-	-	-	-	-
Contribution from Splash	-	-	25,000	-	-	-
Multipurpose Room (Soft Costs)	-	-	-	-	-	-
Multipurpose Room Construction	-	-	(230,000)	-	-	-
Replace Pool Flooring	-	(13,000)	-	-	-	-
Re-grout Tile / Expansion Joints	-	(10,000)	-	-	-	(10,000)
Re-Tile Pool	-	-	-	-	-	-
Roof Coverings	-	-	-	-	-	-
Sundeck Fence	-	-	(5,000)	-	-	-
Reception Area	-	-	-	-	-	-
Washrooms (Plumbing, Fixtures)	-	-	-	-	-	-
Sundeck Doors	-	-	-	-	-	-
Parking Lot - Cap or pave	-	-	-	-	-	-
Driveway - Re Cap or pave	-	-	-	-	-	-
Pool Stainless Steel Stairs	-	-	-	-	-	-
Playground	-	-	-	-	-	-
Dog Park	-	-	-	-	-	-
Exterior Doors	-	-	(10,000)	-	-	-
Exterior Windows	-	-	-	-	-	-
Road Sign	-	-	(10,000)	-	-	-
Interest	-	-	-	-	-	-
Ending Balance	274,025	303,805	124,105	172,815	219,285	382,015

5 Year Capital Expenditure Plan

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
SSI Comm Parks CRF - Centennial Park 1064 101792 Bylaw 3085						
Beginning Balance	158,061	246,891	63,101	22,411	46,651	72,541
Transfers from Operating Budgets	9,150	4,860	5,840	7,510	9,200	11,020
Transfers from Park Land Ops Budget	109,680	61,350	53,470	16,730	16,690	12,930
Grant Funding Required	-	50,000	-	-	-	-
Park Washrooms	-	(300,000)	(100,000)	-	-	-
Centennial Park Master Plan	(30,000)	-	-	-	-	-
Interest	-	-	-	-	-	-
Ending Balance	246,891	63,101	22,411	46,651	72,541	96,491

5 Year Capital Expenditure Plan

SSI Comm Parks CRF - Boardwalk/Waterfront Access						
1060 102030						
Bylaw 2859						
	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Beginning Balance	22,555	4,765	865	6,065	1,365	6,775
Transfers from Operating Budgets	5,000	5,100	5,200	5,300	5,410	5,400
Beach Access Improvements	-	(9,000)	-	(10,000)	-	-
Boardwalk Repair	(23,000)	-	-	-	-	-
Interest	210	-	-	-	-	-
Ending Balance	4,765	865	6,065	1,365	6,775	12,175

5 Year Capital Expenditure Plan

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
SSI Parks/Rec CRF - Tennis 1060 101786 Bylaw 2859						
Beginning Balance	112,016	141,265	118,815	123,915	148,295	252,995
Transfers from Operating Budgets Grant / Donation Funding Required	2,500	2,550	5,100	24,380	54,700	50,250
Upgrade Multi-Purpose Court	-	(25,000)	-	-	-	-
Upgrade Tennis Courts						(300,000)
Transfer from 1071 101898	26,749	-	-	-	-	-
Interest	-	-	-	-	-	-
Ending Balance	141,265	118,815	123,915	148,295	252,995	28,245

5 Year Capital Expenditure Plan

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
SSI Parks/Rec CRF 1060 101603 Bylaw 2859						
Beginning Balance	198,276	371,936	412,966	198,776	15,236	12,596
Transfers from Operating Budgets	11,130	71,030	65,810	96,460	67,360	77,070
Transfers from 1071 101898	26,749	-	-	-	-	-
Grant / Donation Funding Required	-	-	250,000	250,000	-	-
Brinkworthy	170,781					
Ball Field development	-	-	(500,000)	(500,000)	-	-
Utility Vehicles	-	-	-	-	(40,000)	-
Park & Trail development upgrades	(30,000)	(30,000)	(30,000)	(30,000)	(30,000)	(30,000)
Portlock Renovations	(5,000)	-	-	-	-	(20,000)
Interest	-	-	-	-	-	-
Ending Balance	371,936	412,966	198,776	15,236	12,596	39,666

5 Year Capital Expenditure Plan

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
SSI Park Land Acquisition 1035 101379 RS-2110						
Beginning Balance	22,787	48,506	48,506	48,506	48,506	48,506
Brinkworthy Letter of credit	(170,781)					
Interest	196,500	-	-	-	-	-
Ending Balance	48,506	48,506	48,506	48,506	48,506	48,506
SSI Park 2nd Service CRF 1071 101898 Bylaw 3286						
Beginning Balance	26,749	-	-	-	-	-
Transfer to 1060 101603	(26,749)	-	-	-	-	-
Interest	-	-	-	-	-	-
Ending Balance	-	-	-	-	-	-