



Notice of Meeting and Meeting Agenda Electoral Areas Committee

Wednesday, September 13, 2023

11:00 AM

6th Floor Boardroom
625 Fisgard St.
Victoria, BC V8W 1R7

P. Brent (Chair), G. Holman (Vice Chair), A. Wickheim, C. Plant (Board Chair, ex-officio)

The Capital Regional District strives to be a place where inclusion is paramount and all people are treated with dignity. We pledge to make our meetings a place where all feel welcome and respected.

1. Territorial Acknowledgement

2. Approval of Agenda

3. Adoption of Minutes

3.1. [23-637](#) Minutes of the August 9, 2023 Electoral Areas Committee Meeting

Recommendation: That the minutes of the Electoral Areas Committee meeting of August 9, 2023 be adopted as circulated.

Attachments: [Minutes - August 9, 2023](#)

4. Chair's Remarks

5. Presentations/Delegations

The public are welcome to attend CRD Board meetings in-person.

Delegations will have the option to participate electronically. Please complete the online application at www.crd.bc.ca/address no later than 4:30 pm two days before the meeting and staff will respond with details.

Alternatively, you may email your comments on an agenda item to the CRD Board at crdboard@crd.bc.ca.

6. Committee Business

6.1. [23-614](#) Household Hazardous Waste Pickup in Electoral Areas

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

Attachments: [Staff Report: Household Hazardous Waste Pickup in EAs](#)
[Appendix A: Hartland Depot - Accepted Household Hazardous Waste Products](#)
[Appendix B: Household Hazardous Waste Collection Locations within EAs](#)
[Appendix C: BC Ferries - Dangerous Goods Information](#)

6.2. [23-583](#) Previous Minutes of Other CRD Committees and Commissions for Information

Recommendation: There is no recommendation. The following minutes are for information only:
a) Galiano Island Parks and Recreation Commission minutes of July 6, 2023
b) Mayne Island Parks and Recreation Commission minutes of July 13, 2023
c) Pender Island Parks and Recreation Commission minutes of July 10, 2023
d) Saturna Island Parks and Recreation Commission minutes of May 11, 2023
e) Saturna Island Parks and Recreation Commission minutes of June 8, 2023
f) Southern Gulf Islands Electoral Area Community Economic Sustainability Commission minutes of June 27, 2023

Attachments: [Minutes: Galiano Island Parks & Rec Commission - July 6, 2023](#)
[Minutes: Mayne Island Parks & Rec Commission - July 13, 2023](#)
[Minutes: Pender Island Parks & Rec Commission - July 10, 2023](#)
[Minutes: Saturna Island Parks & Rec Commission - May 11, 2023](#)
[Minutes: Saturna Island Parks & Rec Commission - June 8, 2023](#)
[Minutes: SGIEA Comm Economic Sustainability Commiss - June 27, 2023](#)

7. Notice(s) of Motion**8. New Business****9. Adjournment**

The next meeting is October 11, 2023.

To ensure quorum, please advise Tamara Pillipow (tpillipow@crd.bc.ca) if you or your alternate cannot attend.

Meeting Minutes

Electoral Areas Committee

Wednesday, August 9, 2023

11:05 AM

6th Floor Boardroom
625 Fisgard St.
Victoria, BC V8W 1R7

PRESENT

Directors: P. Brent (Chair), G. Holman (Vice Chair), A. Wickheim, C. Plant (Board Chair, ex-officio)

Staff: T. Robbins, Chief Administrative Officer; A. Fraser, General Manager, Integrated Water Services; M. Barnes, Acting General Manager, Planning and Protective Services; N. Chan, Chief Financial Officer; K. Morley, General Manager, Corporate Services; S. Carey, Senior Manager, Legal Services; S. Henderson, Senior Manager, Real Estate; J. Starke, Manager, Service Delivery, Southern Gulf Islands Electoral Areas; M. Taylor, Manager, Building Inspection; M. Lagoa, Deputy Corporate Officer; J. Dorman, Committee Clerk (Recorder)

Guests: M. Harcourt, Former Premier of British Columbia; R. Bortolin, Stewart McDannold Stuart, Barristers & Solicitors

The meeting was called to order at 11:12 am.

1. Territorial Acknowledgement

A Territorial Acknowledgement was provided in the preceding meeting.

2. Approval of Agenda

**MOVED by Director Plant, SECONDED by Director Wickheim,
That the agenda for the August 9, 2023 Electoral Areas Committee meeting be
approved.
CARRIED**

3. Adoption of Minutes

3.1. [23-528](#) Minutes of the July 12, 2023 Electoral Areas Committee Meeting

**MOVED by Director Plant, SECONDED by Director Wickheim,
That the minutes of the Electoral Areas Committee meeting of July 12, 2023 be
adopted as circulated.
CARRIED**

4. Chair's Remarks

Chair Brent spoke about the presentation Former Premier Mike Harcourt will be presenting in today's meeting and the relevance to the Electoral Areas.

5. Presentations/Delegations

There were no delegations.

5.1. [23-577](#) Presentation: Mike Harcourt, Re: Affordable Housing Initiatives

M. Harcourt presented on Affordable Housing Initiatives.

Discussion ensued on the following:

- policy and regulatory environment surrounding recreational vehicles
- advocacy for accessible housing in rural areas
- proposed pilot project details on Pender Island
- existing problems and uncertainty surrounding affordable housing

6. Committee Business

6.1. [23-532](#) 2023 Electoral Areas Committee Terms of Reference - Revised

K. Morley spoke to Item 6.1.

Discussion ensued on the disbandment of commissions and jurisdiction given to the Salt Spring Island Local Community Commission.

**MOVED by Director Holman, SECONDED by Director Plant,
The Electoral Areas Committee recommends to the Capital Regional District
Board:
That the revised 2023 Electoral Areas Committee Terms of Reference be
approved as presented.
CARRIED**

6.2. [23-545](#) Enforcement Practices for Alternative Forms of Housing - Recreational Vehicles

M. Barnes spoke to Item 6.2.

Discussion ensued on the following:

- differentiation between permanent versus temporary service connections
- differences between zoning and building permits
- yurt usage and building code compliance
- building code regulations and requirements

MOVED by Director Holman, **SECONDED** by Director Brent,

The Electoral Areas Committee recommends to the Capital Regional District Board:

That occupancy of recreational vehicles, without alterations for permanent or long term use, will be considered a land use matter and referred to the local land use authority. Temporary service connections, and steps and decks not requiring a building permit and that are not affixed to the recreational vehicle will not be considered permanent alterations.

CARRIED

MOVED by Director Plant, **SECONDED** by Director Holman,

To allow Mr. Harcourt to participate in the discussion on Item 6.2. Enforcement Practices for Alternative Forms of Housing - Recreational Vehicles.

CARRIED

Motion Arising:

MOVED by Director Plant, **SECONDED** by Director Holman,

The Electoral Areas Committee recommends to the Capital Regional District Board:

That the Board work collaboratively with former Premier Mike Harcourt to advocate to other levels of government and their agencies for housing opportunities in the Electoral Areas.

CARRIED

6.3. [23-512](#) Previous Minutes of Other CRD Committees and Commissions for Information.

The following minutes were received for information:

- a) Galiano Island Parks and Recreation Commission minutes of June 1, 2023
- b) Mayne Island Parks and Recreation Commission minutes of June 8, 2023
- c) Pender Island Parks and Recreation Commission minutes of June 12, 2023
- d) Southern Gulf Islands Electoral Areas Community Economic Sustainability Commission minutes of January 17, 2023
- e) Southern Gulf Islands Electoral Areas Community Economic Sustainability Commission minutes of February 21, 2023
- f) Southern Gulf Islands Electoral Areas Community Economic Sustainability Commission minutes of March 21, 2023
- g) Southern Gulf Islands Electoral Areas Community Economic Sustainability Commission minutes of April 18, 2023
- h) Southern Gulf Islands Electoral Areas Community Economic Sustainability Commission minutes of May 16, 2023

7. Notice(s) of Motion

There were no notice(s) of motion.

8. New Business

There was no new business.

9. Motion to Close the Meeting

9.1. [23-522](#) Motion to Close the Meeting

**MOVED by Director Holman, SECONDED by Director Plant,
That the meeting be closed for Legal Advice in accordance with Section 90(1)(i)
of the Community Charter.
CARRIED**

The Electoral Areas Committee went into the Closed Session at 12:07 pm.

**The Electoral Areas Committee rose from the Closed Session at 12:24 pm without
report.**

10. Adjournment

**MOVED by Director Holman, SECONDED by Director Wickheim,
That the August 9, 2023 Electoral Areas Committee meeting be adjourned at
12:24 pm.
CARRIED**

CHAIR

RECORDER

**REPORT TO ELECTORAL AREAS COMMITTEE
MEETING OF WEDNESDAY, SEPTEMBER 13, 2023**

SUBJECT **Household Hazardous Waste Pickup in Electoral Areas**

ISSUE SUMMARY

At the June 14, 2023 Capital Regional District (CRD) Board meeting, staff were asked to investigate the cost and feasibility of Hartland funding a one-time household hazardous waste (HHW) pickup on the four islands in the Southern Gulf Islands, Juan de Fuca and also on Salt Spring Island.

BACKGROUND

In 2004, the CRD launched a HHW collection program at the Hartland Depot to support residents of the region with safe end-of-life management of their unwanted and expired HHW products. This no-charge program includes both products covered under Extended Producer Responsibility (EPR) through the *BC Recycling Regulation*, such as paint and motor oil, as well as non-EPR products (orphans) like propane tanks and pool chemicals.

Subsequently, the HHW collection area at the Hartland Depot was retrofitted in 2009 to support this growing service, with a focus on safety for the public, staff and contractors and improvements for receipt, sorting, storage and subsequent transport of material. The ability to receive and manage orphan materials at the Hartland Depot is a unique service our region provides to residents and is heavily reliant on the infrastructure investment, staffing and contractor services to support this operation. The cost for delivery of this service is approximately \$800,000 per year (2023 numbers) net of revenue from the services agreements for products covered under EPR. A complete list of HHW items currently accepted at the Hartland Depot is included as Appendix A.

In addition to the Hartland Depot program, and in support of a proactive strategy to remove additional residual HHW products from the waste stream, the CRD had also facilitated and funded collection of HHW from municipal yards, non-profit reuse organizations and gulf island recycling depots. Between 2006 and 2015, the CRD provided 26 mobile round-up events in Electoral Area communities. These ancillary collection programs were discontinued in 2016. This decision was made due to a number of factors, including: concerns around safety at these collection sites; decreasing volumes collected; a decision to focus resources towards the collection infrastructure available for residents region-wide at the Hartland Depot; and expansion of provincial EPR programs providing collection for many HHW products in Electoral Area communities, making the mobile round-up events somewhat redundant.

Education materials were developed and distributed in 2016 to communities impacted by the discontinuation of the biennial mobile HHW round-up events on the Gulf Islands. Residents were encouraged to take a “pack-in, pack-out” approach to managing their unwanted HHW products, as most of these items would have been purchased from off-island locations. This communication also included information about allowances and restrictions for both regular and dangerous goods sailings on the BC Ferries.

The range of products included in provincial EPR programs, and the associated collection of these materials within Electoral Areas, has expanded over the years, as well as the number of collection points throughout the province and in our region. A list of locations within Electoral Area

communities that accept this material on an ongoing basis can be found in Appendix B. Through expansion of the *BC Recycling Regulation*, it is expected that by 2025, collection programs will be operational in the province for orphan items such as compressed canisters (fuel, adhesives, bear spray) propane tanks, fire extinguishers and more aerosols, battery types and electronic accessories, providing additional return opportunities for consumers.

Reinstatement of mobile HHW collection service within the Electoral Area communities would involve the following key items:

- securing locations and dates for events
- hiring a contractor to manage the events including all aspects of collection, packaging, transportation and processing as well as site safety
- advertising and promotion

Preliminary estimates provided by a qualified third party to conduct mobile collection events in these communities range from \$20,000 to \$50,000 per community, depending on volume and type of products received, as well travel logistics and subsequent transport of material to sorting and processing facilities. The Environmental Resource Management (ERM) budget for the HHW service is limited to the Hartland Depot operation and community education; costs for mobile collection events are not currently included in the ERM budget. The total cost to provide one-time HHW events in the six Electoral Area communities is estimated to be \$200,000.

CONCLUSION

The acceptance of both provincially-regulated (Extended Producer Responsibility) and non-regulated household hazardous waste at the Hartland Depot offers residents a one-stop drop for their unwanted products, and provides for safe and efficient collection, consolidation and packaging for transportation to processing. Cost for delivery of the service is approximately \$800,000 per year. Off-site Capital Regional District collection programs were conducted between 2006 and 2015, but discontinued due to concerns around site safety, reducing volumes and a renewed focus on the centralized collection infrastructure at the Hartland Depot. Through expansion of the *BC Recycling Regulation*, it is expected that by 2025, collection programs will be operational for items such as compressed canisters (fuel, adhesives, bear spray) propane tanks, fire extinguishers and more aerosols, battery types and electronic accessories.

RECOMMENDATION

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

Submitted by:	Russ Smith, Senior Manager, Environmental Resource Management
Concurrence:	Larisa Hutcheson, P. Eng., General Manager, Parks & Environmental Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS

- Appendix A: Hartland Depot – Accepted Household Hazardous Waste Products
- Appendix B: Household Hazardous Waste Collection Locations within Electoral Areas
- Appendix C: BC Ferries – Dangerous Goods Information

What is Household Hazardous Waste?

Household hazardous waste (HHW) is any waste from your home that you consider to be dangerous or unsure of. It includes any leftover household products that are marked flammable, corrosive, explosive or poisonous. Common examples include pesticides, varnishes, paints, cleaners, and batteries.

Items accepted at the Hartland HHW facility:

Automotive Products

- Air conditioning refrigerants
- Antifreeze
- Autobody filler
- Automobile batteries – lead acid
- Brake fluid
- Carburetor cleaner
- Car wax with solvent
- Diesel fuel
- Chrome polish
- Engine degreaser
- Fuel additives
- Gasoline (in ULC approved container)
- Grease
- Hardeners (MEKP)
- Oil filters
- Starter fluids
- Transmission fluid
- Used motor oil and containers
- Windshield washer fluid

Batteries

- General household batteries
- Lead acid batteries
- Lithium-ion Batteries
- Small Ni-Cad batteries (re-chargeable)
- E-mobility batteries

Glues & Cements

- Liquid glues only
- (dispose of hardened glue as regular garbage)

Hobby Supplies

- Chemistry sets
- Kerosene
- Photography chemicals

Household Products

- Abrasive cleaners
- Aerosol products
- All-purpose cleaners
- Ammonia
- Disinfectants
- Bleach
- Drain cleaner
- Floor wax strippers
- Furniture polish and waxes
- Linseed oil
- Metal cleaners
- Oven cleaners
- Rust remover
- Shoe polish (liquid)
- Spot and stain remover
- Toilet bowl cleaner
- Upholstery and rug cleaners
- Lighter fluid
- Muriatic acid
- Tub and tile cleaners
- Window cleaners

Tanks & Containers

- Butane tanks
- Gas tanks
- Helium tanks
- Kerosene containers
- Pesticide containers
- Propane tanks
- Fire extinguishers

Gardening and Pest Control

- All fungicides
- All herbicides
- All insecticides
- Chemical fertilizers
- Flea/tick pet products
- P.C.P Act
- Rat poison
- Slug bait
- Wood preservatives

Mercury Items

- Compact fluorescent light bulbs (CFLs)
- Fluorescent tubes/ballasts
- Metal halide lamps
- Thermometers
- Thermostats
- Ultraviolet lamps
- Pure Mercury

Miscellaneous

- Barbecue starters
- Smoke detectors
- Swimming pool and spa/hot tub chemicals
- Cell phones
- Electronics with re-chargeable batteries
- Home heating oil

Paints & Solvents

- Acetone
- Empty containers
- Latex paint
- Lead based paint
- Marine paint
- Oil-based paint
- Paint thinner and strippers
- Plastic
- Spray paint
- Varnish or lacquer
- Other solvents

Personal Care Products

- Antibacterial soap
- Foot powder
- Hair dye
- Hairspray
- Hydrogen peroxide
- Jewelry cleaner
- Nail polish and remover
- Perm lotion or solution
- Rubbing alcohol

Items NOT accepted at the Hartland HHW facility:

Ammunition

Call your local police/ fire department for information.

Flares

Visit myrecyclopedia.ca and search flares for events and facilities that accept flares.

Pharmaceuticals

Return all unused medication to pharmacies participating in the return program, free of charge.



Flammable



Corrosive



Explosive



Poison

For more information on Household Hazardous Waste please visit our website at www.crd.bc.ca/hhw or call the CRD Infoline at 250.360.3030.

**HOUSEHOLD HAZARDOUS WASTE COLLECTION
LOCATIONS WITHIN ELECTORAL AREAS**

Electoral Area	Household Hazardous Waste – Extended Producer Responsibility Materials	Household Hazardous Waste – Non-Extended Producer Responsibility
SOUTHERN GULF ISLANDS		
Galiano Island		
Galiano Island Recycling Depot	<ul style="list-style-type: none"> • Paint • Light bulbs/tubes • Smoke and CO Alarms • Single-use batteries • Rechargeable batteries • Oils/filters/containers (2024) 	
Mayne Island		
Mayne Island Recycling Depot	<ul style="list-style-type: none"> • Paint • Light bulbs/tubes • Smoke and CO Alarms • Electronics • Single-use batteries • Rechargeable batteries • Empty oil/antifreeze jugs 	<ul style="list-style-type: none"> • Inkjet/toner cartridges
Pender Island		
Pender Island Recycling Depot	<ul style="list-style-type: none"> • Paint • Light bulbs/tubes • Smoke and CO Alarms • Single-use batteries • Rechargeable batteries • Oils/filters/containers • Antifreeze • Automotive batteries • Thermostats 	
Pender Island Firehall		<ul style="list-style-type: none"> • Propane cylinders/tanks
Saturna Island		
Saturna Island Recycling Depot	<ul style="list-style-type: none"> • Paint • Electronics • Household batteries • Lightbulbs/tubes • Motor oil/antifreeze 	<ul style="list-style-type: none"> • Inkjet/toner cartridges
Darryl's and James's Digs	<ul style="list-style-type: none"> • Automotive batteries • Antifreeze • Smoke and CO Alarms • Thermostats 	<ul style="list-style-type: none"> • Propane cylinders/tanks


Electoral Area	Household Hazardous Waste – Extended Producer Responsibility Materials	Household Hazardous Waste – Non-Extended Producer Responsibility
SALT SPRING ISLAND		
Salt Spring Island Recycling Depot	<ul style="list-style-type: none"> • Paint • Pesticides, solvents, gasoline • Light bulbs/tubes • Smoke and CO Alarms • Electronics • Single-use batteries • Rechargeable batteries • eMobility batteries • Automotive batteries • Thermostats 	<ul style="list-style-type: none"> • Inkjet/toner cartridges
Pharmasave/Lower Ganges	<ul style="list-style-type: none"> • Single-use batteries • Rechargeable batteries 	
Harbour Authority Salt Sprint Island	<ul style="list-style-type: none"> • Oils/filters/containers 	
Salt Spring Garbage & Recycling		<ul style="list-style-type: none"> • Propane cylinders/tanks
JUAN DE FUCA		
Port Renfrew Garbage & Recycling Depot	<ul style="list-style-type: none"> • Paint • Paint plus • Electronics • Light bulbs/tubes • Motor oil • Cooking oil 	<ul style="list-style-type: none"> • Propane tanks and canisters • Fire extinguishers

 **Travel advisory:**
All Routes Status

Home / Travel and boarding / Dangerous goods

Common dangerous goods

Carefully review the list below. If you plan to travel with dangerous goods, or you're shipping a trailer with dangerous cargo, you need to complete a dangerous goods shipping document ahead of travel. Print your completed document and present it to the ticket agent when you arrive at the terminal.

 Diesel, gasoline and propane do not require dangerous goods documentation if within the limits described in the list below.



[Complete dangerous goods shipping document](#)

PDF 77 KB | 2 pages

If your particular product is not listed or you have any questions about travelling with dangerous good, you can email us at dg.bcf@bcferries.com, call 250-978-1152, or fax 250-386-1652.

Aerosols no larger than 1 litre are allowed.

Automotive antifreeze is not considered dangerous and can be carried in any amount.

Auxiliary fuel tanks that form an integral part of the vehicle, connected by a fuel line to the engine fuel system, and firmly secured and protected from external damage, are permitted. Auxiliary fuel tanks are not to be confused with spare gas tanks (see Gasoline).

Adhesive products containing flammable liquid, such as contact cement, have special

requirements. Check with the terminal staff for information on acceptable quantities.

Air bottles, scuba tanks and enriched air

- *Oxygen* for personal use is allowed in cylinders up to 5 litre water capacity. No transferring between containers is permitted.
- *Scuba tanks* (compressed air) for personal use is unlimited and must be declared
 - All full or partially-full tanks require a dangerous goods shipping document
 - All full or partially-full tanks are to be transported in closed, locked vehicles, or in open vehicles, provided the tanks are out of sight
- *Enriched air* must be declared and fully documented
 - The number of enriched air tanks may not exceed 8 per consignment (tank size not to exceed 20 kg). Enriched air tanks follow the same conditions of transportation as Scuba tanks for safe stowage in vehicles.
- Empty tanks not containing air are not considered dangerous goods under the *Transport of Dangerous Goods Regulations*, as long as the valves are open and not under pressure
- Foot passengers may take these tanks on board, provided the tanks are taken immediately to the main vehicle deck for stowage during the voyage. The vessel's officer will identify to foot passengers a safe stowage area on the vessel.
- These tanks are not considered baggage and our employees are not permitted to handle them or to transport them in our baggage vans

Ammunition for small arms, rifles and shotguns are permitted on our ferries in small quantities, provided they are securely packaged and carried separately from the firearm.

Batteries for automobiles are permitted. New vehicle batteries and up to 3 used batteries can be transported.

Boat/RV gas can be carried in spare tanks. See gasoline for the amounts of gas which can be carried in spare tanks.

Coleman's fuel, naphtha and white gas products used to fill camp stoves and lanterns are permitted in 5 litre metal containers in vehicles, but foot passengers are prohibited from carrying them.

Cleansers like bleach and other household cleansers may be carried on our ferries in a carton designed to keep them upright and secure to avoid spillage and harmful fumes.

Diesel fuel in tidy tanks of 450 litres or less is permitted. No dangerous goods documentation required if you travel with amounts of diesel fuel within this limit.

Firearms may be transported under strict conditions.

- Firearms must be transported in compliance with Canadian Firearms Regulations. Firearms transported in vehicles must be:
 - Unloaded
 - Not visible from outside the vehicle
 - Locked inside vehicle when unattended
- Foot passengers are not permitted to transport firearms, except on sailings between Port Hardy (Bear Cove) and Prince Rupert, and between Prince Rupert and Graham Island (Skidegate) on Haida Gwaii. On these routes, foot passengers with firearms must:
 - Declare firearms to the ship's officer once on board
 - Be responsible for securing the firearms in a locker designated by the ship's officer
- Airsoft guns, pellet guns, crossbows, bow and arrows, axes and similar items of concern are subject to restrictions, including:
 - Foot passengers are not permitted to transport any items of concern with them; if they have any, these must be stored in checked luggage
- Items of concern transported in vehicles must be:
 - Not visible from outside the vehicle
 - Locked inside the vehicle when unattended
- On-duty police officers, armoured car personnel, or peace officers authorized to carry restricted firearms in the performance of their duties are permitted by law to possess and transport firearms

Fire extinguishers can be carried on BC Ferries as long as they are firmly packaged or secured to prevent them from moving.

Fireworks are prohibited on BC Ferries. Some pyrotechnics are permitted if they are used as safety equipment for a vehicle or are equipment being transported. These pyrotechnics will normally fall under the category of Class 1 - 1.4S.

Foot passenger carry-on commodities are allowed on the car deck, as long as the deck officer gives their authority, and a suitable storage area is available on the car deck.

- Passengers may carry outboard motors, chain saws, etc. onto the car deck only. This type of equipment is not permitted in passenger areas.
- A foot passenger may carry no more than 1 cylinder of propane, not exceeding 15 kg (30 litres). The cylinder must be carried on board by the customer and must be stowed on the car deck in a location designated by the ship's officer.

Fuel oils in tank truck quantities can be transported as long as the flash point of products is not less than 37.8°C for the following fuels:

- UN 1202
- UN 1223
- UN 1267
- UN 1268
- UN 1300
- UN 1863

Gasoline in approved containers is permitted on BC Ferries in limited amounts, not exceeding 25 litres. However, foot passengers are not allowed to carry gasoline on board the ferry.

- The following may carry 1 spare container of gasoline:
 - RVs and vehicles
 - Vehicle carrying a boat on top
 - Vehicle carrying or towing jet skis or quads
- The following may carry 2 spare containers of gasoline:
 - Boat towed behind a vehicle

Note: No dangerous goods documentation required if you travel with amounts of gasoline within the limits above.

Gases, including most compressed gases and some liquefied gases, are acceptable. To prevent damage, cylinders must be properly secured within the vehicle.

Hay bales may be carried, but must be secured within a closed vehicle or the load must be completely tarped to prevent random ignition. A dangerous goods shipping document is required and is transported under UN 1327, and in addition Class 4.1 placarding must be displayed when transporting over 500kgs (1100lbs).

Helium can be transported aboard BC Ferries. All full or partially full tanks require a dangerous goods shipping document, and must be transported in closed, locked vehicles; or in open vehicles, provided the tanks are out of sight.

Kirpans are permitted for all of our passengers who are practicing members of the Sikh religion. All passengers travelling with Kirpans must do the following while aboard our ferries:

- Keep the Kirpan sheathed
- Keep the Kirpan worn underneath clothing
- Keep the Kirpan not visible to other passengers

Marine pollutants are hazardous to aquatic life and humans; therefore, all marine pollutants must be identified on a dangerous goods shipping document.

Methanol in the fuel tank of a race car is permitted up to a maximum of 25 litres. A maximum of 2 additional containers are permitted, but must be completely secured and labelled.

Oxygen for personal medical use is permitted, but cylinders may not exceed 5 litre water capacity.

- Cylinders that are not in a portable unit must be secured within the transport vehicle
- The transfer of liquid oxygen from the liberator or bulk container to the stroller or portable container on board the vessel is prohibited
- Please notify terminal staff if you are carrying personal medical oxygen

Paint and related paint products, including lacquer, enamel, stain, shellac, varnish, polish, liquid filler and liquid lacquer base, paint thinners or reducing compounds are allowed for personal use, and if purchased at a public retail outlet.

- If you're transporting commercial quantities, check with the terminal of departure for details of flash point limits for flammable products
- Latex or water-based paint is not subject to regulations

Propane valves must be closed and sealed with the tags issued at the ticket booth, and the cylinders must be upright and firmly secured to prevent tipping.

- Commercial vehicles are prohibited from carrying propane tanks
- RVs are permitted:
 - 2 x 25 kg cylinders (50 litre water capacity each) connected to a regulator and secured in or on the vehicle
 - 1 x 15 kg (30 litre water capacity) for a barbecue
- Passenger vehicles are permitted:
 - 1 x 15 kg (30 litre water capacity)

- *Important propane safety alert:*
 - The brass valve in a propane cylinder will be damaged if it comes in contact with anhydrous ammonia. This deterioration will lead to cracking of the valve body or its components and can ultimately result in a violent, unexpected expulsion of the valve from the cylinder, causing personal injury or death.

Note: No dangerous goods documentation required if you travel with amounts of propane within the limits above.

Service vehicles, including welding, refrigeration and plumbing vehicles, or any vehicle having a service repair function, may be classed as a service vehicle. Service vehicles travelling in marine mode are required to present a shipping document for dangerous goods. Call the terminal of departure for details on limits.

Wheelchairs (motorized) have no restrictions when they are in use, but there are some precautions when they are carried as cargo or freight:

- The battery must be securely in place, disconnected, with the terminals insulated to prevent short-circuiting
- The chair itself must be securely anchored so that it will not move

MINUTES: GALIANO ISLAND PARKS AND RECREATION COMMISSION

July 6, 2023 Galiano Library Meeting Room/Zoom

Present: Commissioners Charlene Dishaw (Chair), Lorne Byzyna, Barry New, Gerald Longson, Jim Henshall, Cathy Clinton, Lorne Byzyna, Stephen Rybak

Staff: Emma Davis (Galiano Liaison for the CRD, Recorder) Kristian Sigvardsen (Maintenance Contractor).

Regrets: Andrew Simon, Paul Brent

EP=Electronic Participation

The meeting was called to order at 9:10 a.m.

1. **TERRITORIAL ACKNOWLEDGEMENT**

Commission Chair Dishaw provided a territorial acknowledgement.

2. **APPROVAL OF AGENDA**

MOVED by Commissioner Dishaw, Seconded by Commissioner Clinton that the June 1, 2023 agenda be approved. **CARRIED.**

3. **ADOPTION OF MINUTES**

MOVED by Commissioner Rybak, Seconded by Commissioner Longson that the June 1, 2023 minutes be approved. **CARRIED.**

4. **CHAIR'S REPORT**

4.1 **Maintenance Contractor position:** Kristian was welcomed and introduced. Commissioners explained that attendance at Commission meetings is optional for the maintenance contractor.

4.2 **Commonality Meeting:** Commissioner Dishaw gave a summary of the event. Next step is a meeting of all 4 SGI PARC chairs to discuss opportunities for streamlining for administration of e.g. Recreation grants. Commissioner Rybak expressed concern regarding losing GIPRC definition of recreation and flexibility.

4.3 **Scavenger Hunt:** Commissioner Dishaw is moving the event from summer to fall.

5. **PRESENTATIONS/DELEGATIONS** NONE.

6. **CORRESPONDENCE** NONE

MINUTES: GALIANO ISLAND PARKS AND RECREATION COMMISSION

July 6, 2023 Galiano Library Meeting Room/Zoom

7. ADMINISTRATION REPORTS

- 7.1 **Maintenance Contractor's Report:** Report was circulated prior to the meeting. There was discussion of the issue of garbage being dumped in toilet stall. Michael, outgoing contractor, would prefer his communication with Kristian to go through Jim.

ACTION: Commissioner Clinton to contact Wharfinger Okuda about installing garbage cans for boaters.
Commissioner Henshall has provided Kristian with a list of catchup jobs.

- 7.2 **Parks, Trails and Shore Access Report:** Report circulated prior to meeting. Correspondence was received regarding a Bench request – a woman who wanted to donate a bench has changed her request to e.g. a statue or a plaque on a rock. The Commission has informed her that the Commission only does benches. There was concern from a neighbour at Gulf Drive regarding access issues. Kristian has trimmed the driveway and will adjust parking signage.

ACTION: Commissioner Rybak will approach Island Health to re-request permission to remove level sensors from Montague toilet.
Commissioner Dishaw will thank Alan Forget in the Active Page for recent volunteer support at the North Hall.
Commissioner Rybak will investigate the toilet vent at Activity Centre.

- 7.3 **Recreation Report:** NONE

- 7.4 **Volunteer Report:** Discussion regarding contract staff's spouse volunteering while contract staff is working. Commissioner Dishaw reconfirmed that registered volunteers have insurance coverage while working within a volunteer scope, and clarified the limitations on types of tasks.

ACTION: Commissioner Clinton to send a thank you to volunteers.

- 7.5 **Betty's Place Operations Subcommittee Report:** Commissioner Henshall reported on Irrigation: Starting May 7 we've used 16,000G with 15000G available Started using potable as of June 4 - 750 G to date.

Commissioner Henshall replaced the pump that feeds the house in preparation for the Commonality meeting.

MINUTES: GALIANO ISLAND PARKS AND RECREATION COMMISSION

July 6, 2023 Galiano Library Meeting Room/Zoom

ACTION: Commissioner Clinton will organize a water test for Betty's Place end of Summer 2023.
Commissioner Henshall will buy some gas for tools at Betty's.

- 7.6 **Betty's Place Master Planning Subcommittee:** Commissioner Rybak reported on the most recent meeting. Letter went to Galiano Health Care Society (GHCS) regarding renting the house. GHCS replied to decline. Island Health could be the partner – GHCS will reach out to them. GHCS has also approached BCEHS.
Discussion on forecasting spending, and how to confirm details such as whether the CRD takes some of the endowment for insurance coverage, how much is spent for hydro, etc. Commissioner Byzyna noted that at the end of this year we'll have some more information based on the YTD.
Discussion about the water license and whether the neighbour's license is exclusive. Commissioner Rybak reported that IMMERS is looking for capital funds to fund a research facility in preparation for a proposal for use of the Betty Kennedy site.

ACTION: Commissioner Byzyna will circulate financial update on Betty's Place.
Operations Committee will contact CRD to re-apply for a water license at Betty's Place.
Commissioner Longson will follow up with Stephen Henderson on questions related to Betty's Place.
Commissioner Longson will inquire to determine whether there is an active internet connection at the property and what it costs.
Commissioner Henshall will ask GAIA about a connection for Betty's Place.

8. TREASURER REPORT

Treasurer Byzyna's report was circulated prior to the meeting.

MOTION by Commissioner Byzyna, Seconded by Commissioner Rybak to approve Treasurer's report for May/June 2023. **CARRIED.**

9. UPDATE STATUS OF CAPITAL PROJECTS

- 9.1 **Silú Park Completion:** Commissioner Longson gave an update. Preliminary map (and proposed amendments) was reviewed. Richard Dewinetz is delayed on producing signage but he will get to it. CRD Indigenous Liaison reviewing draft acknowledgement.

MINUTES: GALIANO ISLAND PARKS AND RECREATION COMMISSION

July 6, 2023 Galiano Library Meeting Room/Zoom

- 9.2 **Zuker-Georgeson Bay Shore Access Restoration:** TABLED.
- 9.3 **Matthew Beach Access Trail Improvements:** Former Maintenance Contractor is still hoping to finish the upper trail as a volunteer. The previous Contractor has left us with a solid plan and there is \$14000 available for the lower trail work. Commissioner will review trail plans in Fall 2023.

ACTION: Commissioner Henshall and Maintenance Contractor will visit the Matthew's Beach site and consider options.

10. **NEW BUSINESS**

- 10.1 **Skate Park lease:** Stephen Henderson(CRD) has located the lease, which expired last year. A copy will be provided. Commissioner Longson proposed a skateboard repair station for the skate park.

ACTION: Commissioner Longson to cost skateboard repair station.

- 10.2 **Map Update:** Commissioner Dishaw shared that the current map names come from MOTI but the names of the shore access doesn't have to match the MOTI ROW. There was discussion about notifying MOTI and emergency program.

MOTION by Commissioner Dishaw, Seconded by Commissioner Rybak to make the following changes to shore access names: From Zuker to 'Georgeson Bay'; from Zilwood to 'Retreat Cove'; from Zelter to 'Cayzer'.
CARRIED.

ACTION: All commissioners will send any map changes to Chair.

- 10.3 **Canada Day Jamboree:** Commissioner Rybak gave a report on the event.
- 10.4 **Referrals:** There are two rezoning applications coming back to Galiano Local Trust Committee in July. GIPRC is noted as a possible referral for both. DL85 and 86 (adjacent to Silu park)

11. **ADJOURNMENT: 11:13 a.m**



Minutes for a meeting of the Mayne Island Parks and Recreation Commission at the Library, 411 Naylor Road, Mayne Island on July 13, 2023 at 3 pm.

Present: Debra Bell, (Chair) Michael Kilpatrick, (Vice-Chair)
Jacquie Burrows, (Treasurer) Peter Askin
Veronica Euper Adrian Wright
Kestutis Banelis Lauren Edwards, (Recorder)

Absent: Jane Schneider
Paul Brent, Director, CRD, Southern Gulf Islands

Call to Order

The meeting was called to order at 3:00 pm

1. Territorial Acknowledgement

The Mayne Island Parks and Recreation Commission was honoured to hold the meeting on the traditional territory of the Coast Salish First Nations.

2. Approval of Agenda

Add: 6.13 Correspondence - Emails to/from resident and CRD regarding 'small craft' launching facilities at Anson Road Community Park and public dock.

MOVED by Commissioner Bell and **SECONDED** by Commissioner Kilpatrick, that the agenda be approved as amended.

CARRIED

3. Adoption of Minutes of June 8, 2023

MOVED by Commissioner Bell and **SECONDED** by Commissioner Burrows, that the minutes of June 8, 2023 be approved as presented.

CARRIED

4. Chair's Remarks

Chair Bell expressed thanks to those who helped with the various tasks related to the July 1st Canada Day event and to TruValue for their donation. She reported that the fire department would like to get more involved next year. Discussion occurred regarding leadership for the future and it was decided that a request will be sent to the Chamber of Commerce on this matter.

5. Reports

5.1. Treasurer's Report

5.1.1. Treasurer's Report for the period June 1 - 30, 2023

MOVED by Commissioner Burrows and **SECONDED** by Commissioner Wright, that the Treasurer's report for the period June 1 – 30, 2023 be approved as presented.
CARRIED

5.1.2. Capital Budget 2024 planning

Chair Bell asked commissioners to provide input and costs for capital projects at the next meeting. The budget will be presented in September for the October deadline.

5.1.3. Finance Committee – Japanese Memorial Garden overhead

It was reported that the committee discussed the issue of the Japanese Memorial Garden being charged overhead by CRD. The Commissioners agreed to the recommendation that an adjustment be made at year end to credit the Japanese Memorial Garden account and charge the operating account for the overhead charged less interest received.

5.2. Administration

5.2.1. Follow up Action Report (not covered elsewhere)

a) Fallow Deer meetings and master plan:

It was reported that the committee will prepare and present a management plan to CRD. After a review by all of the partners involved, the document will be publicly released. The report is expected to be delivered to CRD towards the end of July or the beginning of August.

b) Dave Bentham Awards:

The award presentation went well. Discussion occurred about its continuance.

MOVED by Commissioner Bell and **SECONDED** by Commissioner Banelis, that the Mayne Island Parks and Recreation Commission continue with the Dave Bentham Award for the next five years.

CARRIED

5.2.2. Health and Safety concerns

- Discussed installing “kids playing – 30 km” road safety sign at Dinner Bay Park. Commissioner Burrows will investigate this.
- An incident with an uncontrolled dog was reported at Japanese Memorial Garden.

**Mayne Island Parks and Recreation Commission
Minutes for July 13, 2023**

- 5.2.3. Minute taker for August 10th meeting
Commissioner Kilpatrick agreed to record the minutes.
- 5.2.4. Commonality Meeting review
Commissioners gave their feedback and observations of the meeting and discussed the format for future events.
- 5.2.5. Events
A report was received with the agenda.
- a) July 1st event was discussed in Chair's Remarks.
 - b) Volunteer Dinner on August 9th: Commissioners were assigned various tasks.

MOVED by Commissioner Bell and **SECONDED** by Commissioner Euper, that the Mayne Island Parks and Recreation Commission hire a caterer for the Volunteer Appreciation Dinner on August 9, 2023 at a total cost not to exceed \$2500.

CARRIED

- c) Fall Fair on August 19 - information table: This will be decided closer to the date.
 - d) Hallowe'en fireworks: Discussed the Volunteer Firefighters Association request to use Dinner Bay Park as a site for the fireworks display. With no commissioner in favour of using Dinner Bay Park and only two in favour of using Miners Bay Park, it was decided that the fireworks ban will be upheld. Commissioner Kilpatrick will respond to the association.
- 5.2.6. Monitoring local information affecting MIPRC
There was no information to report.

5.3. Committees

- 5.3.1. Fitness Track
A report was received with the agenda.
Chair Bell will send a message to thank Chair Dearden of the Lions Club who confirmed their support of \$5,000 towards the fitness equipment.
- 5.3.2. Technology
A report was received with the agenda.
- CRD Information Management employees came to Mayne Island as they are using MIPRC to develop a pilot project system for document management.
 - E-Transfer is a pilot project for Japanese Memorial Garden which will occur shortly.
- 5.3.3. Recreational Funding update
- Applications are expected this week and the submission deadline is July 21st.

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- It was reported that CRD and Commission Chairs met on July 10, 2023 to discuss how CRD can support the commissions. CRD took suggestions and will report back with ideas.

5.3.4. Land Acquisition summary report

- Commissioners Euper and Kilpatrick were thanked for preparing the report and Chair Bell asked that all commissioners read it as it will be on the agenda for the next meeting.
- Land acquisition is to be put on the calendar for yearly discussion and become part of the Commissioners Handbook Supplement.

5.4. Parks

5.4.1. Miners Bay

- There has been no movement on the Christmas tree light issue. Forming a new group might be necessary by next month.
- The May Day organizers are aware of the existing location for the pole. Commissioner Kilpatrick will email Deb Foote.
- It was reported that every summer a few trees are watered.
- The report for water chemical testing was received and there are no concerns, however, non potable water signs will remain in the bathrooms.

5.4.2. Dinner Bay

- The Tractor will be picked up for repairs on July 20th.
- Some material is required to complete the horseshoe pit.
- The beetle treatment is complete on the Adachi Pavilion.
- The grass has been mowed.
- Putting Green condition was discussed and Commissioner Kilpatrick will prepare a document for information.

5.4.3. Japanese Memorial Garden

A report was received with the agenda.

- The new bridge looks good and the irrigation system is working.
- Discussion occurred regarding funding the holiday lights. It was reported that most of the electrical issues have been repaired with some more work left to be done. It was also reported that the plan is to transition to commercial lights using the same product made in Richmond and used at other public gardens. Funding this initiative was discussed and Commissioner Kilpatrick will prepare a capital budget submission.

5.4.4. Cotton Park

A report was received with the agenda.

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Commissioner Bell reported on her July 5th meeting with Justine Starke, CRD Manager SGI Service Delivery, Shauna Huculak, CRD Manager Archaeology, First Nations Relations and Trustee Dodds, Islands Trust which focussed on First Nations considerations in park planning. Commissioner Bell will review a draft letter for Director Brent's signature.

- 5.4.5. Trail Network Development/Henderson
A report was received with the agenda.

MOVED by Commissioner Askin and **SECONDED** by Commissioner Wright, that Mayne Island Parks and Recreation Commission prohibit bicycles and other wheeled modes of transportation of any size or type, other than those necessary as a non-motorized mobility aid, from MIPRC trails and licensed beach accesses for pedestrian safety and because of the fragile nature of the trails, which would be quickly destroyed should their use be allowed. Our lovely native understory plants would also be at risk.

CARRIED

Commissioner Askin reported on GPS technology options to confirm property boundaries in the Naylor Beach area. He will follow up with Rob Underhill to assist.

6. Correspondence/Meetings

- 6.1. Letter dated June 21, 2023 from Tobi Elliott, Chair, Mayne Island Local Trust Committee regarding First Nations' consideration in Park Planning and Management.
- 6.2. July 5th meeting with Justine Starke, CRD SGI Service Manager; Shauna Huculak, CRD Archaeologist; Jeanine Dodds, Trustee, Islands Trust and Debra Bell at Cotton Park.
- 6.3. July 5th meeting with Justine Starke, Shauna Huculak, Peter Askin, Adrian Wright and Debra Bell at Conconi Reef Park.
- 6.4. Confirmation of meeting on July 12, 2023 with Sharon Byrch and Nancy More, CRD Information Technology regarding Sharepoint system.
- 6.5. Emails to/from participants in Canada Day event at Miners Bay Park.
- 6.6. Email from the Mayne Island Reading Centre Society regarding wasp nest behind library sign.
- 6.7. Emails advising of house being barged in on an unspecified date and using Village Bay Boat ramp.
- 6.8. Email to Stephen Henderson, CRD Senior Manager, Real Estate and SGI regarding status of tenure application for boat ramps and continued commercial use without notice.
- 6.9. Report of dog and pond incident at Japanese Memorial Garden.
- 6.10. CRD communicating complaint regarding grass at Dinner Bay Park.
- 6.11. Budget package for 2024 received from CRD.
- 6.12. Zoom meeting July 10, 2023 with CRD staff including Justine Starke, Melody Pender and Emma Davis with Chairs of the Southern Gulf Islands Park Commissions to discuss challenges in administering the commissions and CRD support.

**Mayne Island Parks and Recreation Commission
Minutes for July 13, 2023**

7. New Business

No new business.

8. Motion to Close the Meeting in accordance with Community Charter Part 4, Division 3, Section 90(1)(a) and that recorder and staff attend the meeting

9. Rise and Report

10. Meeting Adjournment

MOVED by Commissioner Wright and **SECONDED** by Commissioner Askin,
that the Mayne Island Parks and Recreation Commission meeting be adjourned.
CARRIED

The meeting adjourned at 5:16 pm

Original signed by

Debra Bell, Chair

Approved on August 10, 2023

DATE

Original signed by

Lauren Edwards, Recorder

PENDER ISLAND PARKS AND RECREATION COMMISSION (PIPRC)
Minutes of Regular Meeting
Monday, July 10, 2023 3:30pm
Zoom/Pender Community Hall

Commissioners: George Leroux (Chair/Treasurer), Erin O'Brien, Lisa Baile, Sandra Tretick, Andrea Mills, Richard Sullivan (appointment pending)

Staff: Ben Symons (Maintenance Contractor), Lori Seay-Potter (Recorder)

Also present: Marie Cloutier, Jamie Leigh, Sarah Stacey.

CALL TO ORDER - Chair Leroux called the meeting to order at 3:30 pm

1. **APPROVAL OF AGENDA**

MOTION to approve the July 12, 2023 agenda. M-Commissioner Baile, S-Commissioner Tretick. CARRIED.

2. **ADOPTION OF MINUTES**

MOTION to approve the June 12, 2023 minutes as amended. M- Commissioner O'Brien S-Commissioner Baile. CARRIED.

3. **CORRESPONDENCE AND BUSINESS ARISING**

3.1 Commonality Meeting: Several Commissioners attended the recent SGI PARCs meeting on Galiano and were impressed by the interconnected trail network. SGI Chairs and Justine Starke met again in July and are exploring administrative efficiencies in recreation grants and bylaws.

3.2 Dog Bylaw amendment: In process with the CRD.

3.3 Mortimer Spit: Correspondence from community member received and response sent. In process.

3.4 Canal Marking: Tabled in Director Brent's absence.

3.5 Magic Lake Zoning: In process.

4. **DELEGATIONS**

Marie Cloutier and Jamie Leigh approached the Commission in support of the development of a pump track park on Pender. They have also approached the Community Hall for land use. They cited the need for active recreation for youth given the limited island offerings. Track options including clay, asphalt and multi-purpose options. Delegates and the Commission discussed site opportunities and possible PIPRC involvement. Commission encouraged delegates to develop a costed concept with community support.

ACTION: Chair will investigate former Dog Park for pump track use.
LSP will circulate pump track presentation to Commission.

PENDER ISLAND PARKS AND RECREATION COMMISSION (PIPRC)
Minutes of Regular Meeting
Monday, July 10, 2023 3:30pm
Zoom/Pender Community Hall

5. TOPICAL ISSUES

5.1 Shingle Bay Park: Chair recently inspected several PIPRC sites and recommended improvements at Shingle Bay. Ben suggested native planting, contouring and subterranean drainage. Commissioner Baile noted that there are red-legged frogs and erosion issues to be considered. The Commission will collaborate with Pender Conservancy to develop a plan. Chair encouraged a full costing of the plan and not just volunteer labour.

5.2: William Walker Trail: Commissioner Baile walked the trail and talked with the Fire Chief regarding fire risk and signage issues raised by a neighbour. Additional signage could be useful at the Parks Canada end, along with a possible option for smokers to extinguish safely outside the trail boundary. Parks Canada section has a lot of dry timber. Current PIPRC signage is adequate but paper signs need replacing.

ACTION: Chair will contact Parks Canada and recommend tree thinning and other forest management at William Walker Trail.
Chair will clarify William Walker Trail jurisdiction with CRD.
Commissioner Tretick and Ben will organize updated fire safety signage for William Walker Trail.

5.3 Magic Lake Boat Storage: Commission responded to an owner who reported missing boats. As storage is at the risk of the owner, they were encouraged to reach out to RCMP and post signs at the Lake and notices on social media. Several boats - in various states of repair- remain unclaimed and will be stored until Oct. 2023. The Commission will revisit how to deal with unclaimed boats at a future meeting.

6. PROJECT-SCHOONER BAY TRAIL

Community information Open House event is scheduled for July 13, 2023 at the Driftwood. Commissioners will attend to take questions/comments and serve refreshments. CRD is posting project information online. Consultation is stage 1, followed by Fundraising. Commissioner Fawcett is developing connections with prospective founding donors.

PENDER ISLAND PARKS AND RECREATION COMMISSION (PIPRC)
Minutes of Regular Meeting
Monday, July 10, 2023 3:30pm
Zoom/Pender Community Hall

7. REPORTS

7.1 Chair: Report circulated prior to the meeting.

7.2 Maintenance : Report circulated prior to the meeting. Mowing will slow down due to “extreme” fire rating. Erosion mitigation and picnic table construction are next priorities. In addition, Ben flagged Liliias Spalding Heritage Park on South Pender. The partially collapsed historical structure has been identified as a risk for kids playing in the park. Ben recommends a low split- rail fence with a “keep out” sign to manage risk, Blackberries prohibit entry on one side and Commission agreed to erect split rail on the remaining sides. Ben also recommended closure of Ellena Road loop trail (Access 77). The Commission shared a thank you letter from a community member for Contractor work at Oak Bluffs.

ACTION: Commissioners Geroux and Baile will assess #77 for trail closure.

7.3 Recreation Grants: Commissioner Tretick reported that the Rec Grants Committee is reviewing applications and will bring recommendations to the August PIPRC meeting. The Chair reviewed conflict of interest guidelines for Commissioners in regards to the Recreation Grant awards.

7.4 Stewardship: Commissioner O’Brien reported that she will reach out to Pender School to engage youth as part of the TD Grant activities. Grant funds will be shared among Disc Park and Shingle Bay once a restoration plan is developed. PICA is also doing invasive removal at Gardom Pond and Kingfisher Forest. CRD is assisting with arranging for an onsite incinerator to deal with biomass, to be followed by native planting. Commissioners were encouraged to identify PIPRC sites for additional planting of trees/shrubs. TD Project Plan will be reviewed at the next meeting.

7.5 Treasurer:

7.5.1 Report: circulated prior to the meeting. CRD financial reports not yet received and a full Q1/2 report will be reviewed in August. Commission discussed the best way for PIPRC to support the capacity of local groups seeking Recreation Funding but for operational not project based purposes.

PENDER ISLAND PARKS AND RECREATION COMMISSION (PIPRC)
Minutes of Regular Meeting
Monday, July 10, 2023 3:30pm
Zoom/Pender Community Hall

ACTION: Commissioner Leroux will explore operating vs recreation funding options with Justine Starke.

7.5.2 Pender Youth Sports Association: The Chair reviewed the support provided by PIPRC to the Youth Sports Association. In recent years Recreation Grant funds have been awarded to YSA to cover their annual insurance premium for the ball park and disc golf park.

7.5.3 2024 Budget Development: Treasurer will circulate a draft proposed budget to the commission for input. Discussion of priorities included Schooner Trail project, stewardship, management of existing assets, increased use of contractor, strategic relationships with community groups and assignment of Indigenous Consultation costs. CRD expects the PIPRC budget request in October 2023.

ACTION: Chair will take incoming Commissioner Sullivan through the PIPRC financial statements by way of orientation prior to the August meeting.

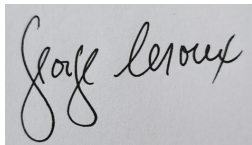
7.6 Communications: Lori is now monitoring the CRD email and maintaining a correspondence log to support timely responses and follow up. Next Post articles: AUGUST: Fire Prevention in Parks (Commissioner Baile) and SEPTEMBER: Recreation(Commissioner Tretick)

8. NEW BUSINESS

Incoming Commissioner Sullivan inquired about how to proceed if he identified needed maintenance/work at PIPRC sites - current concern about boardwalks. Chair encouraged all Commissioners to reach out to Ben if they saw needed maintenance.

9. ADJOURNMENT 5:25 p.m.

Approved at the August 14, 2023 Meeting:



Chair
Pender Island Parks and Recreation Commission



Making a difference...together

**Minutes of the SATURNA PARKS AND RECREATION meeting,
Thursday May 11, 2023, 4:30
Saturna Recreation Centre - lounge**

Present: Commissioner's Field, Henry, Osborne (Chair), DeJoseph, and Preston.

Regrets: Commissioner's Brent, Quaintance (Vice Chair), Caspar (Treasurer), and Haworth.

Guest: Haley Wiracho, Parks Canada summer student.

1. The meeting was called to order by the chair, C. Osborne at 4:45 PM. He welcomed the commissioners and our guest, noted that a quorum was present, and acknowledged with gratitude our presence on the unceded traditional territory of the Coast Salish, and particularly the Wsanec peoples. Our guest is a Recreation and Tourism Management student at VIU in Nanaimo and is willing to work with the Commission on recreation programming on Saturna while she is here.

2. The agenda was approved as circulated, by consent, with the addition of item 8.5 Thomson Park BBQ removal.

3. The minutes of April 13, 2023 were approved as circulated, by consent.

4. No treasurer's report.

5. The report in writing of the Chair which was circulated by email in advance of the meeting was accepted.

5.1 No administrator's report.

6. Funding requests

6.1. A request from the Saturna Athletic Association for 2023 annual funding for maintenance of Winter Cove Park fields was deferred. ACTION: The Chair to contact the Assoc. for further information and report back.

6.2. Moved by C. Osborne, seconded by C. Preston, that the Commission provide up to \$140.00 from the parks budget to the group Art Saturna for the purchase of exterior Varathane to coat and protect the art mural at Winter Cove Park. The commissioners expressed gratitude for the volunteer work of the group Art Saturna. After discussion, carried. ACTION: The chair to inform Art Saturna.

6.3. The commissioners declined to provide further funding as requested for the basketry workshop recently conducted on Saturna. ACTION: The chair to inform the basketry workshop applicants.

6.4. Moved by C. Field, seconded by C. DeJoseph that the following list of applications for recreation funding in 2023 be approved for up to the amounts, and for the purposes indicated and identified in their respective applications:

#4. Saturna Singers:	\$1050.00	2023/24 programs
#5. Saturna Pride:	\$550.00	2023 Pride Parade expenses
#6. Saturna Pickleball Assoc.	\$300.00	Outdoor pickle-balls
#7. Gambori Concerts:	\$500.00	Saturna concert(s)
#8. Saturna Library:	\$400.00	Seed saving program
#9. Saturna Birders:	\$550.00	2023 Xmas bird count
#10. Line dancers:	\$200.00	Blue tooth speaker
#11. Recreation Centre:	\$2650.00	Equipment and training
#12. Seastar Bioblitz:	\$650.00	2023 program expenses
#14. Saturna Heritage:	\$230.00	Artist speakers and open house
#15 Dog Training:	\$250.00	2 days dog training on Saturna
#16. Saturna PAC for GICEL:	\$2300.00	Summer camp for up to 15 Saturna resident children
#18: Saturna Guides:	\$125.00	Year-end celebration
#19. Movie nights:	\$350.00	Refreshments
#20. SGI Art Council:	\$650.00	Workshop series 2023

After discussion, carried.ACTION: Chair to draft and circulate for comment a form letter advising successful applicants.

7. Business arising from the minutes:

- 7.1. After some preliminary discussion, deferred to next meeting.
- 7.2. After some preliminary discussion, deferred to next meeting.
- 7.3. Rosemary reported trails in good condition and new signage specifying limits of our park in place on Westridge Trail. General discussion of potential work parties for Parks, to be continued at the next meeting.
ACTION: Those C.s with ideas for work parties to circulate emails to all with details.
- 7.4. C. DeJoseph reported on further discussions with Tyler S. and others about communications and media. To continue and report back.

8. New Business:

- 8.1. No delegations.
- 8.2. Commissioners indicated they had responded and planned to attend the commonality meeting on Galiano.
- 8.3. The Commission has received correspondence from Hubertus S. that he is prepared to organize the annual Hike, Paddle and Row event sponsored by the Commission on June 11, 2023. He requests a budget approximately the same as last year (Q. how much was that? I can't find it in the minutes) This was approved by the commissioners with thanks to Hubertus. ACTION: The chair to inform Hubertus. Commissioners to note date and plan to support the event.
The chair noted that Parks Canada has indicated that July 16, 2023 will be Parks Day at East Point. The Commission has in the past provided and served ice cream. Request that it do so this year? Decision deferred to next meeting after discussion.

8.4. The chair reported that the cleanup of the debris from maintenance of the stairs at Winter Cove Park was completed at a cost of \$175.00. There may be a further invoice for concrete coming. These expenses were authorized in the meeting of June, 2022.

8.5. C. Henry reported that the BBQ at Thomson Park is beyond repair and should be removed. ACTION: C. Henry to contact Pat D. to arrange removal and recycling of the metal.

No in camera session required.

9. The meeting was adjourned at 6:30 PM. Next meeting June 8, 2023.

Chair – David Osborne

Committee Clerk – Denise Kuzyk



Making a difference...together

Minutes of Saturna Island Parks and Recreation Commission
Thursday, June 8, 2023, 4:30 Pm
Saturna Recreation Centre, Saturna Island, B.C.

Present: Commissioners: David Osborne (Chair), Robyn Quintance (Vice Chair) Kyra Haworth, Keith Preston, Larry Page, Rosemary Henry

Guest Delegation: Barb Ropars

Staff: Denise Kuzyk, Administrator

Regrets: Sienna Casper (Treasurer), Paul Brent, Al DeJoseph

The meeting was called to order at 4:35 pm

1. Territorial Acknowledgement, Quorum and Welcome - Commissioner Osborne provided the Territorial Acknowledgement, noted Quorum as achieved and welcomed the Commissioners.
2. Approval of Agenda - The Agenda was amended to move discussion of 6.1 Athletic Association funding for WC park Maintenance to 3.1 and 8.6 Broom Bash and 8.7 request for Thompson use were added. Recommendation that the agenda be adopted by consent as amended.
3. Adoption of Minutes - Minutes of May 11, 2023, recommended and approved by consent.
3.1 Saturna Athletic Association Funding WC Park Maintenance. B. Ropars made a presentation of repairs and costs associated and identified by the association for the Hunter Field Ball Park. A discussion occurred on the items and details of the funding requested. Motion by C. Osborne "To approve funding for the Athletic Association up to \$2,500 for the calendar year 2023, for equipment maintenance repairs and replacement." seconded by Robyn Quintance. Carried. ACTION. D. Osborne to advise B. Ropars.
4. Treasurer's Report – no report
5. Chairs Remarks - The Chair's written report was circulated in advance by email and referred to in the meeting.
5.1 Administrator Report – a thank you card from Art Saruman was received and circulated.
6. Funding requests – Noted by Commissioner Osborne that the Dog training funding request had been withdrawn.
7. Business Arising from Minutes.
7.1 discussion of commercial use Of Park Property. Deferred to the Commonality meeting of June 20,2023.
7.2 Discussion of enhanced relationship with SITA – deferred.
7.3 Park work parties. Discussion on work parties to remediate park benches and tables as well as the clean-up of unused community garden beds and general common areas occurred. Lyall Creek bridge replacement – tabled. ACTION: Commissioner Henry to organize work party for Thomason Park and Commissioner Hayworth to organize work party for community green cleanup.
8. New Business
8.1 Moved to 3.1 to accommodate guest presentation.
8.2 Commonality Meeting. Scheduled for June 20th, with Commissioner's Osborne, Henry, Preston and Page to attend. ACTION: Commissioner Henry will arrange private boat transport to and from Galiano.
8.3 Planning for Hike, Paddle, Row – June 11, 2023 – no action required.
July 16 parks day. Discussion occurred with agreement that SIPRC will participate by purchasing and serving ice at the heritage building. ACTION: Commissioner Quintance to order ice cream. Final organization to occur at next meeting.

September 17 Salmon BBQ – ACTION R. Quintance to confirm with H.Surm on food ordering a cooks available for the BBQ.

8.4 Approval for concrete for stairs at WC park. Noted approved and completed by ITG.

8.5 Memorial benches. Commissioners thanked and noted the work done by Commissioner Casper on the current benches. Item tabled.

8.6 Broom Bash. Discussion and support expressed for this event in 2024. Item table until spring of 2024

8.7 Private Group recreational use Thompson Park. Two requests received for group use of Thompson Park. M. Bullock and J. discussion ensued on ACTION: David to thank groups for checking in with the commission and will advise them to ensure they pack out all garbage.

9 Adjournment recommended and adjourned at 6:30 pm.

Next Meeting regular Thursday July 14, 2023, at the Lounge at Saturna Recreation Centre.

David Osborne

Chair

Denise Kuzyk

Committee Clerk



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**SOUTHERN GULF ISLANDS ELECTORAL AREA
COMMUNITY ECONOMIC SUSTAINABILITY COMMISSION**

Tuesday, June 27, 2023 at 1:00pm

Held by Zoom Video Conference

MINUTES

SGI CESC Commissioners: Paul Brent, Director, Chair (Saturna), Mike Hoebel, Vice Chair (Galiano), Deb Goldman (Mayne), Rob Fenton (Pender)

Staff: Justine Starke – Manager, SGI Service Delivery; Melody Pender – Recorder/Pender Liaison; SGI Liaisons: Kat Ferneyhough (Mayne)

Regrets: Richard Piskor, Treasurer (Pender), Emma Davis (Galiano), Katie Dentry (Saturna)

1. Territorial Acknowledgement/Call Meeting to Order

Chair Brent provided the territorial acknowledgement and called the meeting to order at 1:00pm.

2. Approval of the Agenda

MOVED by Commissioner Fenton, **SECONDED** by Commissioner Hoebel to accept the agenda of June 27, 2023 as presented.

3. Approval of Minutes from May 16, 2023.

MOVED by Commissioner Fenton, **SECONDED** by Commissioner Goldman to accept the minutes of May 16, 2023 as presented.

CARRIED

4. Financial Report

The Financial Report was received for information by the Commission.

5. Rural Housing Program – Justine Starke

There is a request for a \$10,000 contribution from the Commission towards entering into a contract with Urban Matters develop the feasibility of the scope of the rural housing framework. Confirmation from Rural Housing has been received that the CRD can move forward with this work. The SGIs will be the pilot project for the rural housing program.

MOTION that the Commission allocate \$10,000 to support the feasibility study of the rural housing program. **MOVED** by Chair Brent, **SECONDED** by Commissioner Hoebel.

CARRIED

6. SGI Liaisons Update – Justine Starke, Liaisons

Melody Pender (Pender) – The SGI Community Resource Centre has launched the visitor experience strategic planning survey. It is undergoing final updates and will be distributed online as well as at booths at community events.

Kat Ferneyhough (Mayne) – Tour des Iles and Campbell Bay Music Festival were both



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busy weekends for Mayne. The Community Bus service helped to support local retailers by moving people around the island. Improved participation from Mayne Islanders in the Tour des Iles would help the event run more smoothly on Mayne Island.

Deb Goldman (Mayne) – The Community Bus is also being used by Mayne Island Assisted Living to take people into Sidney for appointments and activities. Mayne Island Housing has received final approval on the rezoning application.

7. Southern Gulf Islands Tourism Partnership – Justine Starke

The current contract between the Commission and the Tourism Partnership is ending soon and will need to be renegotiated. The Commission will be invited to attend a presentation about the future of the Tourism Partnership at a later date.

8. Old Business

The final report for Housing NOW will be presented to the Commission by the end of July.

9. New Business – None discussed.

10. Next proposed regular meeting July 18th, 2023

July 18th, 2023 meeting date approved by consensus.

11. Meeting Adjournment

MOVED by Commissioner Hoebel, ***SECONDED*** by Commissioner Fenton that the meeting by adjourned at 1:36pm.

CARRIED