

Galiano Island Parks and Recreation Commission
May 3, 2012, 8:30 am
Galiano Island Trust/CRD Office (23 Madrona)

MINUTES

Present: Betty Kennedy (Chair), Ed Andrusiak, Cheryl Bastedo, Allan Doty, Mike Hoebel, Jeff Patterson, Don McKinnon (Treasurer), Mario Szijarto, Jennifer Margison (recording secretary)
Regrets: Dave Howe (CRD)

1. Call to Order

The chair called the meeting to order at 8:27 a.m.

2. Approval of Agenda

Jeff moved and Allan seconded the motion to approve the agenda.
CARRIED.

3. Approval of Minutes of Previous Meeting

ED moved and Cheryl seconded the motion to approve the minutes of the April 5 meeting with the amendment of the phrase "six pack" to "multi-message sign system". **CARRIED.**

4. Delegations

None

5. Correspondence

None.

6. Primary Business

6.1 Master Plan Update

Jeff and Allan will shortly visit accesses that have not been developed to determine their suitability for development.

6.2 Commonality Meeting

Discussion of April 1 meeting. Agreement that it is very worthwhile to share ideas and information with the Commissions from the other islands. Particularly found the information on invasive species helpful.

6.3 Map Posting South Hall

The site for the sign board has been determined and the board is being built. Betty will get approval for the installation in writing from the Galiano Club. No permit is required.

6.4 CRD Records

Ed moved and Mike seconded that the chair send a letter to Lloyd Rushton, Manager of CRD Parks, requesting that minutes of the Commission be stored in the new centralized recordkeeping system. Dave Howe will be copied. Ed will draft the letter.
CARRIED.

6.5 CRD Insurance

Reviewed proposed 2012 property damage insurance coverage quote for 7 assets. Discussion of budget impact and reducing insurance coverage to replacement value of parts that could be damaged. Morning Beach staircase should be included. Question about whether insurance covers storm damage. Don will obtain more information about coverage. Assets listed for coverage currently are:

Skatepark
Skatepark toilet
North end toilet
Fire station toilet
Morning Beach toilet
Retreat Cove gazebo
Scorpion stonework

7. Reports

7.1 Chair's Report

None.

7.2 CRD Director's Report

None.

7.3 Treasurer's Report

7.3.1 Status of Accounts

As of March 31th:

Imprest: \$634.66

Parks Improvement: \$3667 spent, \$30,183 balance

Maintenance: \$781 spent, \$6,429 balance

Recreation: \$0 spent, \$23,331 balance

Skatepark: \$434.10 balance

Zelter Capital Budget Allowance: \$594 spent, \$5059 balance

Salamanca Capital Budget Allowance: \$3720 spent, \$780 balance

Projected Future Expenditures

\$3012 - May requisitions

\$2972 - South Hall signboard

\$4500 - Complete Zelter

\$5000 - Sturdies Bay trail

\$unknown - Harper Road

\$unknown - Linklater Road

\$4600 - Morning Beach stairway

\$20084 - Total as of May 1, 2012

\$16528 - Park op accounts balance

7.3.2 Invoices to be Approved

Don moved and Betty seconded a motion to amend the amount of the payment to TranSign for the purchase of steel sign posts approved at the April meeting to \$2266.32 from \$2256.

CARRIED

7.3.3 Report on Payment of Invoices

Heather Cruickshank - \$240 - Feb/March secretarial services
Applepie - \$19.60 – brochure prep
Reg Kirkham- \$370.80 – water taxi to Pender Is Commonality meeting
Transign - \$2266.32 – 25 sign posts and supplies
Galiano Courier - \$145.60 - delivery of sign posts
Peter Rabatich - \$500 – April maintenance & 4 months contract
Gina Wilson – \$100 - April maintenance at Morning Beach

**Cheryl moved and Mike seconded the motion to approve the Treasurer's Report .
CARRIED**

7.4 CRD Parks Report

None.

7.5 Shore Access Report

7.5.1 Zelter #65

Access options were discussed. An inquiry will be made about work in a DPA. An estimate on a handrail option will be obtained.

7.5.2 Zilwood #31 (Retreat Cove)

Betty has emailed and phoned the landowners to ask if they have followed up with applying for an occupancy permit on this shore access.. No reply received. Will copy MoT if encroachments continue.

7.5.3 Salamanca #58

Signs still need to be installed properly. There is a boat now in the area that has been cleared of broom and there is concern about wildflowers that would otherwise grow there. While we know there is the right to unimpeded access, Betty will contact Lloyd Rushton at the CRD and copy Debbie O'Brien at MoT re: authority to ensure habitat preservation and view enjoyment near shore access areas.

7.5.4 Morning Beach

Discussion of appropriate structure here. Metal stairs to be installed at an angle to reduce impact of waves. Question about the possibility of a small breakwater of rocks in front of the structure. To be investigated. Also suggested contractor put steps as far up as possible. Question about permit requirements will be made to the CRD based on new Islands Trust bylaws. Betty will get Dave Howe to inquire.

Mario moved Allan seconded that the contractor install steel steps on right side of Morning Beach access using existing concrete footings at a cost of \$4600.

CARRIED.

Graffiti noted on the toilet here.

7.5.5 Mary Anne Road #14

Betty viewed this site and noted that gorse, broom, foxgloves and Blue-eyed Mary are the only things in evidence at this site. Contractor will be asked to proceed with this access. Landowners have been notified.

7.5.6 Harper #60

Letters to adjacent property owners of Harper and Linklater have been sent, notifying them of the survey work that will commence shortly.

**Ed moved and Mike seconded that the surveyor be engaged for both Harper and Linklater at a cost of \$650 for each property.
CARRIED.**

7.5.7 Linklater #61

As above.

7.5.8 #69 – Felled Trees

The trees in the park were felled by Hydro but the wood was removed by another party.

7.6 Trails Report

7.6.1 Sturdies Bay Trail

The trail was walked by several commission members, the surveyor and the contractor. Any private land encroachments were paint marked. An estimate on moving the trail onto the Highways right-of-way in 12 areas was requested from the contractor. Contractor's estimate is \$4500 plus materials and each of 12 spots have been itemized. Discussion is underway with the School Board about a joint use agreement rather than a licence of occupation. The status of the Crown Land is still to be resolved. MoT and Highways locally will be notified.

Commission's work will be prioritized as follows::

Morning Beach stairs, completion of Sticks Allison trail, Zelter then the Sturdies Bay trail (Don will ask about using funds in Capital Reserve account).

**Mike moved and Jeff seconded that the contractor proceed with realigning portion of the Sturdies Bay Trail (not including the School Board portion), bringing them into the licence of occupation areas, subject to review of budget availability. Betty will notify MoT of the plan.
CARRIED.**

7.6.2 Other Trail Issues

None

7.7 Parks Report

7.7.1 Return to Crown Strip

Don will write to FrontCounter BC make the case that a licence of occupation is being requested in order to connect the two community parks. Access currently is through the Heritage Forest as the road is private. Commissioners will inspect this trail now that the wildflowers are blooming.

7.7.2 Sticks Park - signage, creek crossing

Signage will be installed following rock work.

7.7.3 Other Parks Issues

None.

7.8 Recreation Report

7.8.1 Funding Applications

Waiting for applications.

7.9 Volunteers Report

None.

8. Projects

8.1 Rockfish Conservation Areas – DFO signage

Cheryl contacted the DFO re: signs where wording was reversed and they are looking into it. Signs will be installed and can be changed if and when new signs are received.

9. Other Business

9.1 Un-addressed Thoughts and Concerns (and any input from members of the public)

Discussion of insurance and WorkSafe BC coverage for anyone doing work for GIPRC. Don will contact the risk management staff at the CRD.

A bylaw has been passed by the CRD to establish an Economic Development Commission for the Southern Gulf Islands. There will be a commissioner and an advisory committee established for Galiano, yet to be announced. They have a budget and some office space on Pender.

10. Date for Next Meeting

June 7, 2012

11. Adjournment

11:20 a.m.