

# Galiano Island Parks and Recreation Commission

January 3, 2013, 8:30 am  
Galiano Island Trust/CRD Office (23 Madrona)

## MINUTES

**Present:** Betty Kennedy (Chair), Ed Andrusiak, Allan Doty, Mike Hoebel, Jeff Patterson, Don McKinnon (Treasurer), Mario Szijarto, Derek Masselink (CRD Alternate), Jennifer Margison (recording secretary)

**Regrets:** Cheryl Bastedo, Dave Howe (CRD)

### 1. Call to Order

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The chair called the meeting to order at 8:35am.

### 2. Approval of Agenda

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**Mike moved and Ed seconded the motion to approve the agenda  
CARRIED.**

### 3. Approval of Minutes of December 6th Meeting

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**Don moved and Mike seconded an amendment to the December 6 minutes.  
CARRIED.**

### 4. Delegations

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None.

### 5. Correspondence

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A resident contacted the GIPRC to note that MoTI has put up parking signs at Twiss Beach.

### 6. Primary Business

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#### 6.1 Further Discussion of Master Plan Update

Jeff reported on his work on the update of the Master Plan. On January 1, he sent the committee members three documents: a revised Galiano Shore Access Inventory, a Scheduling of Future Development of Shore Accesses (a draft priority schedule) and a Cycling and GIPRC Master Plan (for discussion at the January meeting).

Four shore accesses are listed as **Completed or Underway**: Mary Ann Road, Salamanca, Harper and Linklater.

Ed reported on Harper's archeological significance and protocol. Minor improvements are covered under an alteration permit (footings, stacking rocks to make a stairway, benches, etc. would be considered minor). Major improvements would be stairs or landings dug into the cultural deposits) and the process would be lengthy. First Nations group approval would require at least 2 months. Suggested applying for one alteration permit for all three accesses: Morning Beach, Linklater and Harper.

**Ed moved and Allan seconded that the GIPRC undertake work at Morning Beach, Harper and Linklater and apply for one alteration permit for all three sites. Ed will obtain the backup material needed for the permit. Betty will look for the survey for**

**Morning Beach and will follow up with the surveyors if necessary to obtain survey for Morning Beach.  
CARRIED.**

**Jeff moved and Allan seconded that shore accesses Whiteware #5 and Zachary #57 (Ellis Road and Salamanca) be designated as High Priority in the 5 year Master Plan.  
CARRIED.**

Six shore accesses: Barbara Close #6, Wesley Road #9, Seatime Road # 13, Southwind Drive #22, Serenity Lane #26 and New Road # 67 are listed as **Low Priority**, meaning they will not come up in the next 2 or 3 years. The GIPRC will send a letter to the realtor for one property when it is listed to notify them that a shore access may be developed here in the future.

**Don moved and Ed seconded that the list of Indefinite Priority shore accesses will not be included in the Master Plan.  
CARRIED.**

**Jeff moved and Ed seconded that shore accesses Cain #3, Gulf Drive #4, Whipple Road #15 and Shaw's Landing #34 will be included in the Master Plan as Developed to be Improved (improved for use by kayakers in 3 locations). Notations for kayak launches will be included on the new map and brochure.  
CARRIED.**

In reference to the Cycling and the GIPRC Master Plan document, Jeff noted that mention of improvements to Sturdies Bay Road for use by cyclists and other non-car traffic is already included in the Official Community Plan although nothing has been done. Jeff circulated some documents on improvements to other roads elsewhere similar to Sturdies Bay Road. Jeff will email these documents to the Commissioners. Betty suggested that Jeff include this issue in his Active Page column in support of the efforts of the Islands Trust and MoTI towards making the road safer for non-car travel. Derek noted that the SGI are not part of the CRD's transportation plan. Jeff will discuss this with Dave.

The question of the Community Parks in the Master Plan was discussed. Jeff will lead the planning for this inclusion.

**Jeff moved and Ed seconded that Community Parks planning be included in the Master Plan  
CARRIED.**

### **6.3 Kiosk Map and Trails Brochure**

The map and brochure will be inclusive of all trails including trails on private land (which will be coded as such). Ed will provide community parks, trail routes and designations to Mario for the brochure and map. Mario will get DoMo to email a draft of the map to all Commissioners.

**Jeff moved and Don seconded that a new brochure not be produced this year (as we have a sufficient supply of the present one) but that the major re-design of the brochure be embarked on immediately to complete for 2014.  
CARRIED.**

Ed will follow up with the Trails Society (board meeting on Jan. 8) and the Chamber to ensure that their maps are accurate and complete this year.

It was noted that the GIPRC should refer to refer to kiosks “plural” and include both the Heritage Forest kiosk and the South Hall kiosk. Suggestion to move the kiosk at the Recycling Centre to Lot 66. Allan will investigate.

Discussion of the type of map for the kiosk. Three options are: map with some elevations marked, just an outline map and an ariel photograph. Jeff brought examples of other maps for consideration. The GIPRC will continue to work with the Conservancy on a map similar to the Saltspring example.

The Trails Society is pursuing parking and a trail through Lot 87 Crown Land that would enable a walk down Lighthouse Rd and into Dionesio Park.

**Ed moved and Mike seconded that the private trails be finalized through the Trails Society with written agreements that would become the basis for coded trails for 2013 on the map and on a new brochure.**  
**CARRIED.**

### **6.3 CRD Records**

Nothing further.

### **6.4 CRD Insurance**

Don received clarification on insurance coverage to structures listed as assets. Coverage provided is under contents insurance with a \$300 deductible. Don will see if Morning Beach stairs would be covered by the insurance but a cost for repairs would be needed.

### **6.6 CRD Website**

Nothing further.

### **6.7 Setback Requirement**

The Advisory Planning Committee will be meeting this week to consider the bylaw.

### **6.8 GIPRC Commissioner Terms/Appointments**

The following Commissioners have been confirmed for two-year terms: Don, Betty, Cheryl and Allan. The officers are as follows: Betty – Chair, Allan – Vice-chair, Don -Treasurer and Jeff will continue with the Active Page column. Betty expressed her appreciation for the work and the accomplishments of the Commissioners.

## **7. Reports**

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### **7.1 Chair's Report**

Nothing to report at this time.

### **7.2 CRD Director's Report**

Appreciation was expressed for the work of the GIPRC.

### **7.3 Treasurer's Report**

#### **7.3.1 Status of Accounts**

As of December 31:  
Imprest: \$392 balance  
Parks Improvement: \$33477 spent, \$373 balance  
Maintenance: \$7694 spent, \$-484 balance  
Recreation: \$21800 spent, \$958 balance

**Projected Future Expenditures for Project Contemplated or in Progress**

\$0 – Sturdies Bay Trail  
\$700 - Sturdies Bay survey  
– Harper Road  
– Linklater Road  
\$550 - Morning Beach stairway  
\$2000 – Mary Ann Road  
\$6000 - toilet at Recycling Centre  
\$9250 – Total

**7.3.2 Invoices to be Approved**

None.

**7.3.3 Report on Payment of Invoices**

Jennifer Margison	Sec. services June – Dec. 2012	\$950
Annie Okuda	Toilet maintenance	\$952
Galiano Conservency	Work on map	\$112

**7.4 CRD Parks Report**

Nothing to report at this time.

**7.5 Shore Access Report**

**7.5.1 Ferris Road #59 (Morning Beach)**

Rene will be asked for his opinion at the next meeting on what could work here. Ed and Betty will look for permits that may have been previously granted; otherwise a permit would be required for a minor alteration. There will be 3 proposals to evaluate at the next meeting: posts and chain, stairway and Rene's suggestions.

**7.5.2 Mary Ann Road #14**

No response from Debbie O'Brian yet. Don will follow up. Mario investigated cost of a rustic bench and split rail fencing for this area. Approval for the shore access should be received first before proceeding with this.

**7.5.3 Twiss Beach #62**

Parking issue has been resolved.

**7.5.4 Azure #27**

Signpost has been installed.

**7.5.5 Valerie's Place #48**

Survey flags have been removed for the third time. Discussion about a handrail in the very steep first section at least.

**Mario moved and Jeff seconded that a metal post and chain handrail will be installed at the top of the trail at a cost of no more than \$2500.  
CARRIED.**

#### **7.5.6 Harper Road #60**

Discussed earlier in meeting.

#### **7.5.7 Other Shore Access issues**

Mario will order signs for Sticks Park and West Sticks Community Parks.

Spurge laurel at Zuker has been attended to.

### **7.6 Trails Report**

#### **7.6.1 Sturdies Bay Trail**

Mostly complete. Licence for the trail on the school board property is still pending. Question of whether or not permission had been obtained for the part of the trail on Crown Land. Mike reported that documents from 1999 indicate there was some official status for 5 years for this part of the trail.

#### **7.6.2 Toilet at Recycling Centre**

Vault toilet specifications required from the manufacturer to send to MoTI. Mike will follow up with Don.

#### **7.6.3 Other Trails Issues**

Ed has submitted a provincial public highway permit application to MoTI to request permission for a 100 meter trail into Bluffs Park by way of an extension of Winstanley Road.

Jeff intends to review all trails in the network plan for the revised Master Plan and will report on this at the next meeting.

### **7.7 Parks Report**

#### **7.7.1 Signage for Sticks, Tricia, Sticks West and Lord**

Mario is ordering signs but one is not needed at Lord Road at this time.

#### **7.7.2 Other Parks issues**

None.

### **7.8 Recreation Report**

#### **7.8.1 Funding Applications**

Don noted that the balance of funds can be carried forward to next year's recreation budget.

### **7.9 Volunteers Report**

None.

## **8. Projects**

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None

**9. Other Business**

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

**10. Date for Next Meeting**

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February 7, 2013

**11. Adjournment**

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11:15 a.m.