

Galiano Island Parks and Recreation Commission

November 3, 2016 at 8:30 am
Galiano Island Trust/CRD Office (23 Madrona)

MINUTES

Present: Betty Kennedy (Chair), Ed Andrusiak, Allan Forget, Mike Hoebel, Werner Heinrich, Don McKinnon (Treasurer), Gloria Schmidt, Mario Szijarto, Paul LeBlond (CRD Director Alternate & Galiano Trails Society), Jennifer Margison, Recording Secretary

Regrets: Dave Howe (CRD Director)

1. Call to Order

The Chair called the meeting to order at 8:30 a.m.

2. Delegations

None

3. Approval of Agenda

Allan moved and Gloria seconded that the agenda be approved as amended.
CARRIED

4. Approval of Minutes of Previous Meeting

Werner moved and Ed seconded that the minutes from the October 6, 2016 meeting be approved as amended.
CARRIED

5. Correspondence

None.

6. Primary Business

6.1 Commonality Meeting Report

The minutes were distributed to all Commission members. Discussion about record keeping requirements. CRD is supposed to be sending a system classification they use. Werner suggested writing to Angela Bains, Manager, CRD Information Services to ask what are the statutory requirements as we were not able to obtain an answer to this question at the Commonality meeting.

6.2 Powers of the Commission

The CRD delegation bylaw covers the Commission. The CRD is looking into it. No response yet.

6.3 Commission Vacancies

There will be two vacancies. There is interest in appointing a Commissioner from the north end. Applications must be submitted soon.

6.4 Bylaw and Budget

Nothing further. Werner will follow up.

6.5 Park Benches and Plaques

Allan completed an inventory - 20 benches (combination of 10 manufactured "standard", 11 homemade "freestyle", 6 have plaques, 3 of the manufactured benches do not have plaques). Full asset inventory attached to the minutes.

Request for a plaque and bench on #55 in remembrance of a dog. Direct the inquiry to Don.

Werner looked into the tax deduction aspect of the bench/plaque donation. If a donor orders and pays for the plaque themselves, they do not get the deduction, as opposed to the Commission ordering and paying for the plaque and being reimbursed by the donor. Rationale is likely that the plaque offers no benefit to the public.

Mike moved and Ed seconded that the Commission approve the proposed wording of the plaque for a bench at the end of the Sticks Allison West park trail.

CARRIED

6.6 Galiano Green

Pending the Nov. 7 post-public hearing. The bylaws are on the Islands Trust agenda.

6.7 Bike Safety

The Ferry Advisory Committee will meet on Nov 15 which seems to be an ideal place to raise the issue of unloading bikes. Werner will write a letter to the Committee. He discussed the concerns with the local RCMP constable who is sympathetic but can't speak for the RCMP so Werner will send a letter to him and copy that to the Advisory Committee. Mary Greenwood, Robert Matson & Connie Nordin are the Galiano reps. The multi-port aspect is part of the problem. May be easier on the new ferry as there is a bike area.

6.8 Toilets

Ed checked the Montague toilet and the alarm (it is 50% full and the alarm will go off at 75%) is working well and the lattice work has been painted. Noted that there is garbage in the vault. May require a 6" pumper that is more expensive. The door does not close possibly due to vandalism and needs work. Don will arrange for someone to repair it and will contact McRae for a cost estimate for a pump out of Montague and possibly Sturdies Bay, Gulfside and the Lions Field. Ed was in touch with the Chamber and will put forward our request for an annual donation of \$1000 towards a pump out.

6.9 Xmas Potluck

Betty reviewed the guest list.

6.10 Shoreline Cleanup Day

Ed has not heard back from GIRR.

6.11 Forest Management Group

Paul will join the group visiting from Pender.

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 October 31, 2016

Parks Improvement	\$23893spent; \$3577 balance
Parks Maintenance	\$18238 spent; \$-2478 balance
Meeting Expense Allowance	\$1183 spent; \$\$667balance
Recreation	\$25800 spent; \$-350 balance
Recreation Meeting Expense	&326 spent; \$4 balance
Imprest Account	\$1000
Capital Reserve	\$\$44420
Cost Recovery (Whale Trail)	\$395
Sale of signs	\$70

7.3.2 Report on Payment of Invoices

Island Camping	Water Taxi to Pender	\$283.50
Michelle Fox	Fall trail maintenance (33)	\$825.00
Mike Hughes	Rock for Whiteware	\$900.00
Gord Palmberg	Seatime bench	\$800.00
Jennifer Margison	Secretarial services	\$1231.04
Derrick Silvey	Skatepark maintenance	\$125.00
Gina Wilson	Facility maintenance	\$850.00
John Silvey	Trail maintenance	\$487.50
Galiano Trading	Materials for Whiteware	\$434.14
Rene Zich	Whaiteware steps	\$3420.00
E. Nissila	Posts for Whiteware	\$475.00
Gulf Islands Septic	Pumpout Sticks & Morning	\$231.00

7.3.3 Projected Future Expenditures

Montague Harbour toilet	\$12466 (from CRF)
Whiteware #5 Improvements	\$3000

Don moved and Ed seconded approval of the payment of the invoice of \$1231.04 for Jennifer margison, the Recording Secretary.
CARRIED

Don moved and Werner seconded approval of the Treasurer's report.
CARRIED

7.4 Shore Access Report

7.4.1 Whiteware #5

Mario will seek details on the invoice received for the railing work.

Ed moved and Werner seconded a motion to delay payment of the invoice to the contractor subject to clarification of his invoice.
CARRIED

Discussion of the increased costs for development of this shore access. Photos were circulated to the Commissioners of the very muddy state of the entry to this access. Ed suggested contacting the adjacent property owner and attaching several photos of the state of the access as contractors appear to continue parking there. It is felt that the solution would be a significant expense. Suggestion that Mario will get a firm new quote from a contractor for remediation of this road to attach to the letter to the adjacent property owner.

Rene reported on the progress of the work at Whiteware.

Don moved and Mike seconded a motion to approve an invoice of \$3520 to Rene Zich for work at Whiteware.
CARRIED

7.4.2 Serenity #26

Betty inquired with MoTI about the gate that has not been removed. Allan reported that the gate has been open when he has visited. Completed.

7.4.3 Zayer #12

On hold. Remove from future agendas.

7.4.4 Zachery #57

Nothing further. Werner has not been able to contact the adjacent landowner as yet.

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7.4.5 Dewinetz #50 and Consiglio #49

Trail repair and broom clearing has been completed. Completed.

7.4.6 Harper #60

Wording of the plaque to be installed on the bench will be submitted to the Commission. Allan will get written confirmation from the donor of the bench of this arrangement.

Question about how long do we consider a donor of the bench to have an interest in the bench. Betty will draft an addition to the policy on benches.

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7.4.7 Gulfside #69

Relocation of the trail has been completed although this may not have been necessary due to the location of the Crown land strip beginning at this shore access. A survey of this strip has been distributed to all Commissioners.

7.4.8 Zuker #17

Allan will arrange for the clearing of the spurge laurel.

7.5 Trails Report

7.5.1 Pebble Beach Trail

Question about who has the responsibility for the Crown Land that is the Pebble Beach trail. GIPRC has never requested a permit for this trail due to capacity. This is all part of the Pebble Beach Reserve and at one time the Conservancy proposed a plan to manage this land but the government at the time declined to approve this.

Paul left the meeting at 11:00.

7.5.2 Sturdies Bay Trail

A trail user noted that there is a fallen tree on the trail and that there are other trees in danger of coming down. This is Crown Land and the GIPRC has no permit for the trail in this location. Question of whose responsibility tree removal is here. A contractor will be asked to assess the situation as this is a safety issue. Question about WorkSafe BC coverage for contractors' doing potentially risky work. Allan will query the contractor to make sure he has coverage or will make arrangements with someone who has the skills and appropriate coverage. This raises an important issue of potential risk and liability for the GIPRC that should be queried with the CRD risk management people; how are Commissions to manage their liability in regard to dangerous trees?

7.5.3 Trail Maintenance Contractor's Report

Discussion of the trail maintenance contractor's responsibilities - \$25 per trail inspected 4 X per year to "ensure clear and safe passage....report and list any future work required...". Allan will clarify how much maintenance is done by the contractor.

7.6 Parks Report

7.6.1 DL 79

Mike reported that the committee met and discussed the development of the management plan. The committee has developed a draft flyer for every mailbox to be sent with a map and would set a date for a tour – suggested time between Xmas and New Years. The committee's recommended timeline is to put the survey out in early Dec. in various to be returned by Jan 15 in various locations. The survey would also be online. A public information meeting would be scheduled for sometime in April. Meanwhile the committee would be working on the management plan, obtain the well log and do a quality water test and get an estimate on the cost of development of a parking area. Mike has contacted the Conservancy re: the Environmental Assessment and received a total estimated cost of \$1,760 (definitely less than \$2000). This would be a non-profit rate for 44 hours of work but the Conservancy would be unable to get to this before the end of the year.

**Mike moved and Werner seconded that the Land Conservancy be retained to conduct the Environmental Survey at a maximum cost of \$2000.
CARRIED.**

Other agenda items were tabled to the next meeting

Date for Next Meeting

Thursday, December 1, 2016 to be followed by the Xmas potluck,

Adjournment

11.35 am.

Betty Kennedy, Chair, Galiano Parks and Recreation Commission