

Galiano Island Parks and Recreation Commission

August 3, 2017 at 8:30 am

Galiano Island Trust/CRD Office (23 Madrona)

Present: Ed Andrusiak (Chair), Paul LeBlond, Allan Forget, Keith Hutchinson, Gloria Schmidt, Werner Heinrich, Mike Hoebel, Jennifer Margison (Recording Secretary)

Regrets: Dave Howe (Regional Director)

Call to Order: 8:30 a.m.

Welcome to Keith Hutchinson, who is a new Commissioner.

1. Approval of Agenda

Paul moved and Keith seconded that the agenda be approved as amended.
CARRIED

2. Approval of Minutes of Previous Meeting

Keith moved and Allan seconded that the minutes from the July 6, 2017 meeting be approved.
CARRIED

3. Delegations

None.

4. Correspondence

None.

5. Primary Business

5.1 Budget

Discussion of 5 year budget and contracting changes that will impact our budget. For 2017, there is no carryover projected and no over-expenditure. \$1000 is to be budgeted in 2017 for the parking lot at the DL 79 community park. Sufficient funds exist for Park Improvement and Maintenance. A three year contract would require all the maintenance budget for 2018. Suggest adding to that budget line \$12,000 for brochure printing, paying for fallers, etc. to the maximum increase that we can request is \$25,000 of new tax money. Capital reserve cannot be used for maintenance, only improvements. So need to make sure there is always sufficient amount in the annual maintenance budget line. Should put in a substantive amount for improvements annually that would signal that we plan to take money out of the capital reserve fund i.e. \$10,000 per year. Would exhaust capital reserve fund in 2021 at that rate.

Meeting expenses are a separate line item, under Galiano Community Parks. Covers Commonality meeting related expenses and Park Stewards recognition. Recreation meeting expenses are never used but could be rolled into recreation programs resulting in \$26,190 for next year plus what additional funds may be available through the bylaw change.

Province requires that CRD submit a form to approve our recreation budget increase bylaw. The form was not filled out correctly when it went to the province for approval so this has not been finalized. A note should be added to our 5 year budget about this. Put the increased number in the line item with a note "subject to bylaw approval process".

5.2 Referral on CRD Draft Regional Trail Plan

Paul reviewed a draft letter as response to the draft CRD Regional Trail Plan in support of the Trail Plan. Noted that according to the stats for bike and foot traffic included in the plan, Galiano should have the top priority for trail development. Question - how were the trail plan priorities established? The draft trail plan is from Sturdies Bay to Montague Marine Park, including Matthews and Bluffs Park. Paul will add to the draft response, referencing their criteria for the selection of priorities, and send to Ed who will consult with all Commissioners on final draft.

5.3 Contracting

A call for quotes was issued, closing on August 15 and posted on the CRD and Sustainable Islands websites and the Galiano Facebook site. Three companies have called for more information. Discussion of selection process and CRD approval.

5.4 Commonality Meeting

Will be held Sept. 7 on Saturna. The GIPRC meeting has been re-scheduled to Sept. 14. Five Commissioners will attend from Galiano. A suggestion was made to add illegal camping to the agenda.

5.5 Rescheduled September GIPRC Meeting

The Islands Trust Office has been booked for the rescheduled meeting September 14, as has the substitute recording secretary.

5.6 Fiesta August 5

Our tent will be next to Trails Society and Conservancy. Paul will be there at 9. Ed can bring our supplies at 9. Jennifer, Werner and Paul will be there to set-up and staff the table in the morning and Ed will be there in the afternoon.

5.7 CRD Recordkeeping Requirements

Werner will follow up.

5.8 Recreation Bylaw

In process.

5.9 Brochures

Now have our new supply and some have been disbursed. Invoice has been received.

5.10 Recruitment of New Commissioner

Posters are up. Closes August 15.

5.11 Police Liaison Committee and Task Assignments

Keith has agreed to sit on the Police Liaison Committee. Other vacancies:
 Treasurer. DL 79 Development and Management Committee: Mike, Allan, Paul
 and Werner.

5.12 Toilets

Ed related his experience riding along with Coast Environmental. All 8 toilets were done before noon by a 3000 gallon truck. More garbage is being deposited in the toilets. Toilets were sanitized afterwards. Toilet at the skatepark is being deliberately vandalized and the cleaner has even recommended closing the toilet. Garbage containers are needed in all toilets (Gloria will check with Don re: purchasing more) and some do not have hand sanitizers. Ed will write to the Marina and the Chamber regarding the garbage issues, especially at Montegue. Toilet roll dispenser at Dewinitz is broken and a new one needs installing.

6. Reports

6.1 Chair's Report

None

6.2 CRD Director's Report

None.

6.3 Treasurer's Report

Signing authority for Ed and Mike is in process. Recreation funding cheques are in the mail.

6.3.1 Status of Accounts

As of July 31, 2017.

ACTIVITY	SPENT	BALANCE
Parks Improvement	\$1,730	\$11,150
Toilet Maintenance	\$5,593.83	\$9,406.85
Parks Maintenance	\$9,866.16	\$6,133.79
Meeting Expense Allowance	\$816	\$1,062
Recreation	\$0	\$25,860
Recreation meeting Expense	\$0	\$330
Imprest Account		\$820.88
Capital Reserve		\$42,217
Donations		\$5,000
Sign Sales		\$230

6.3.2 Invoices to be Approved

Mike moved and Werner seconded payment of \$1568 to ARC Digital Canada for brochure printing.

CARRIED

Gloria moved and Werner seconded payment of \$1500 to Gina Wilson for toilet cleaning.

CARRIED

6.3.3 Report on Payment of Invoices

Derrick Silvey	Skate park maintenance July 6	\$300.00
“ “	Skate park maintenance July 23	\$100.00
Ed Andusiak	Travel – CRD Budget mtg.	\$33.55
“ “	Gift Certificate – Don	\$100.00
“ “	Keys cut – Montague toilet alarm	\$6.98
“ “	Key lock box for alarm	\$31.50
Annie Okuda	Toilet sanitation (3) after pumpout	\$84.00
Nadia Krebs	Garbage removal	\$40.00
Home Hardware	Toilet Paper & Cleaning Supplies	\$199.67
Galiano Freight	Shipping proofs	\$57.75
Galiano Freight	Shipping brochures	\$57.80

6.3.4 Projected Future Expenditures

Zachery Road	\$7000
DL79 Development – parking lot	\$1000
Morning Beach Maintenance	\$600
Total	\$8,600

Ed moved and Paul seconded approval of the Treasurer’s Report.

CARRIED.

6.4 Shore Access Report

6.4.1 Whiteware #5

Ed will contact adjacent landowner re: road repair costs.

6.4.2 Wesley #9

Landowner needs to be contacted prior to sending the letter notifying them of the planned survey. Ed and Keith will discuss when the contact will be made.

6.4.3 Zachary #57

Have a survey but no site plan. Need a site planner/landscape architect on the island to produce the site plan. Allan will try to find someone. He and Commissioners will bring names to the September meeting.

6.4.4 Morning Beach #59

Quote for \$600 to fill in low area. Can use logs from the beach under certain restrictions.

Ed Moved and Paul seconded a quote of \$600 from Hector Brown to complete the work at Morning Beach.

CARRIED

6.4.5 Other Shore Access Issues

Disposal of large shore access debris has been investigated. Gloria contacted garbage people and discovered they have been billing the Commission the last two years. Will continue to do so if the Park Stewards identify that it is trash from CRD shore accesses and trails. Gloria has asked Park Stewards to let them know if they deposit garbage.

Scorpion #10 – Allan reported that rocks along the trail have been spray painted orange for a wedding held there, Technically vandalism. He has removed them and will speak to the organizers of the wedding. Question as to why permission was not sought in order to use this shore access for an event. There is no fees and charges bylaw for private use of our trails and community parks.

6.5 Trails Report

6.5.1 Trail Inspections

Once a contractor is hired, they will be responsible for the required 2 inspections (spring and fall) a year. Allan would still be responsible for oversight.

6.6 Parks Report

6.6.1 DL 79

Nothing further.

6.6.2 Lord Park

Nothing further. The Lord Park arch/sign should be picked up from Don.

6.6.3 Sticks Allison West Park

Nothing further. Take off agenda.

6.6.4 Other Community Park Issues

Illegal Camping – campers have been reported at Sticks Allison West Park, Scorpion and Morning Beach this summer. Ed sent an email to Mike Walton of CRD Parks to ask what authority CRD has to move them along. Will report back. Discussion of GIPRC advocacy for a new public campground in Matthews. Werner will write a letter to the Trust re: possible development of private campsites.

6.5 Recreation – Funding for 2017

Cheques to community groups are to be mailed by CRD in early August..

6.6 Volunteers Report

Thirty-five invitations went out and planning is in process for the Saturday, Sept. 2 Park Stewards Recognition lunch.

7. Projects

None.

8. Other Business

A suggestion was made from a member of the public in attendance that the CRD purchase triangular land adjacent to Matthews Point; it may be suitable for a campsite.

**Mike moved and Paul seconded that the meeting go in camera to approve minutes in accordance with Section 90 (a) of the Community Charter for discussion of “personal information about an identifiable individual who holds, or is being considered for, a position as an officer, employee or agent of the Board.” Time: 11:04 am
CARRIED**

**Mike moved and Paul seconded that the public meeting resume.
Time: 11:05 am**

Date for Next Meeting

Thursday, September 14, 2017

Adjournment

11:05 am.

Ed Andrusiak, Chair, Galiano Parks and Recreation Commission