

Galiano Island Parks and Recreation Commission

January 18, 2018 at 8:30 am
Galiano Island Trust/CRD Office (23 Madrona)

APPROVED MINUTES

Present: Ed Andrusiak (Chair), Allan Forget, Werner Heinrich, Keith Hutchinson, Paul LeBlond, Gloria Schmidt, Mike Hoebel, Ben Maberley (CRD Director alternate), Stephen Rybak, Jennifer Margison (Recording Secretary).

Regrets: Keith departed the meeting at 10 am

Call to Order: 8:30 a.m

1. Approval of Agenda

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

2. Approval of Minutes of Previous Meeting

Mike moved and Paul seconded that the minutes from the Dec. 7, 2017 meeting be adopted.
CARRIED

3. Delegations

None

4. Correspondence

None.

5. Primary Business

5.1 Confirmation of Commissioner Appointments

Mike, Gloria and Ed are confirmed as re-appointed for 2 year terms, Stephen Rybak was welcomed as a new Commissioner for a 2 year term.

5.2 Election of Officers

Mike nominated and Paul seconded Ed as Chair. There were no other nominations.
CARRIED.

Paul nominated and Werner seconded Mike as Vice Chair. There were no other nominations.
CARRIED.

Mike nominated and Gloria seconded Ed as Interim Treasurer. There were no other nominations.
CARRIED.

Jennifer remains as Recording Secretary.

Discussion of contact information on CRD website. All agreed to have their phone numbers posted. Jennifer will update this information.

5.3 Work Assignments for Commissioners

Ed circulated a list for input and revision.

Welcome extended to Ben Maberley, alternate for Dave Howe, CRD Director and Michael Carrothers, Maintenance Contractor for GIPRC.

5.4 Commission Operating Procedures

Progress is being made in consultation with the CRD.

5.5 2018 GIPRC Budget

Discuss under 6.3 Treasurer's Report.

5.6 CRD Recordkeeping Procedures

Continue to c.c. emails of substance to giprcadmin@crd.bc.ca. Jennifer will provide the email to all Commissioners and add to the Contact List. Take off agenda.

5.7 Maintenance Report

Welcome to Michael Carrothers, the new Maintenance Contractor. He is looking forward to getting started. On future agendas, make 5.1 Maintenance Update from Michael Carrothers. He can send his report to Jennifer in advance of agenda being sent out or bring it to the meeting. Reminder to get his invoice in by the end of the month. Allan will give Michael previous inspection reports on the trails and shore accesses. Commissioners should go through Allan regarding work needing to be done.

Mike reported on procedures dealing with hazard trees. Mike raised a concern that the preferred CRD contractor, Bear Tree Service on Pender couldn't be reached by Mayne Commission recently. Will let Mayne resolve their issue and see what happens. Ed will forward any relevant communication on this to the Commission. Ben offered to discuss this with CRD to see if a practical solution can be found for hazard tree removal on the islands for CRD Commissions.

5.8 Lions' Phone Book

Decided not to buy an ad in the phonebook. Will keep listing as it is now but list Chair and Vice Chair phone numbers. Stephen will contact Barry New with the Commission's decision on how it will be listed with the contact numbers.

6. Reports

6.1 Chair's Report

None

6.2 CRD Director's Report

Greetings and happy New Year from Dave Howe.

6.3 Treasurer's Report

6.3.1 Status of Accounts

As December 31, 2017.

ACTIVITY	SPENT	BALANCE
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Parks Improvement	\$8,030	\$4,850
Toilet Maintenance	\$10,970.30	\$4,030.38
Parks Maintenance	\$14,,869.76	\$1,130.19
Meeting Expense Allowance	\$1,340.65	\$537.35
Recreation	\$25,860	\$0
Recreation meeting Expense	\$330	\$0
Imprest Account		\$100.20
Remaining Ops Budget 2017		\$9,686.12
Capital Reserve		\$42,217
Donations		\$5,000
Sign Sales		\$230

6.3.2 Invoices to be Approved

Werner moved and Gloria seconded payment of \$6,300 to Hector Brown for Zachary shore access.

CARRIED

6.3.3 Report on Payment of Invoices

Derrick Silvey	Dec. 31	Skate park	\$100.00
Gina Wilson	Dec. 31	Toilet Cleaning	\$650.00
Galiano Sign Guy	Dec. 26	Shore access signs	\$539.29
Hector Brown	Dec. 30	Zachary shore access	\$6,300.00
Jennifer Margison	Dec. 31	Secretarial services	\$140.00
Nadia Krebs	Dec. 31	Garbage removal	\$121.00

6.3.4 Projected Future Expenditures

Wesley Road Survey	\$750
DL79 Development – parking lot	\$1,000
Garbage Removal (Nadia)	\$200
Whiteware Resurfacing	\$2,500
Toilet supplies and pumping	\$2,700
Parks Maintenance Contract	\$36,855
Total	\$44,005

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

CARRIED.

6.3.5 2018 Budget

The 2018 budget has not been formally approved by the board yet. This will happen in March but the following increases have been informally approved.

Park Maintenance expense budget will increase by \$9030, Recreation by \$7480.

\$14,150 has been requested from the Capital Reserve Fund for DL 79 and Wesley Shore Access (off Jack Road).

6.4 Shore Access Report

6.4.1 Whiteware #5

Mud has been removed and gravel has been applied. Signs to be installed on posts. This should complete Whiteware. Not in Michael's contract so Allan will ask Michael or Tito about an hourly rate for installing posts and signs. Invoice for resurfacing work will be discussed for cost sharing with adjacent landowner.

6.4.2 Wesley #9

Survey is proceeding.

6.4.3 Zachary #57

Allan reported seeing positive feedback on the Facebook page to this newly developed shore access with 3 boardwalks. A thank you letter to the donors of the bench will be drafted by Allan for Ed to sign.

Discussion of proximity to neighbouring houses. GIPRC will remove the broom. GIPRC doesn't provide any visual screening through planting. Question about need for "Moderate Difficulty" sign on this trail as it is a climb back up.

6.4.4 Other Shore Access Issues

Dewinetz #50 – tree down, water on trail

Serenity #26 – wet area

Morning Beach #59 - wet area on trail. Tito put more gravel there. Pass onto Michael for more fill in one depression. Neighbours have finished fence.

Request for a memorial bench - Albion or Twiss? Would bring number of memorial benches to 6, total number of benches to 18. Donation required is \$1200 installed. Allan will communicate with the donor and Gord Palmberg re cost and timing of bench construction and look at potential locations in order to build an inventory list for future benches.

Faded signs will be replaced. Thanks to Mike Hoebel for drilling signs.

6.5 Trails Report

Paul reported on a discussion at the Galiano Trails Society meeting on the Pebble Beach trail. If the Conservancy or GIPRC is not interested, the trails Society may apply for a permit to maintain the trail on this Crown land. Paul proposed that GIPRC take on the maintenance of this trail. Defer decision for a year until the GIPRC has a clear idea of how this budget cycle works out. Question about contacting the Crown about the existence of this trail and its need for maintenance. Suggestion to get a figure on the cost to maintain this trail. Paul will get a cost estimate for annual maintenance of this trail.

6.6 Parks Report

6.6.1 DL 79

Mike will get the Planning Committee together to make a decision on the parking area and to pursue the management plan. A likely major expense is a vault toilet.

6.6.2 Lord Park

CRD Regional Parks will be in contact with MOTI and BC Hydro to see what can be done about the dangerous tree.

6.6.3 Other Community Park Issues

None.

6.7 Recreation – Funding for 2017

Gloria reported that 9 people attended the Recreation Funding meeting for applicants, representing 10 community groups. April 30 is the deadline for applications and reports must be submitted on how funds were used this past year.

There is an inter-island investigation to see about an umbrella insurance policy for island groups applying for recreation funding so recreation funds are not used for this. Ben Maberley mentioned a not-for-profit organization for insurance he is involved with. Ed asked Ben to follow up on this with Dave Howe. The Commission will assist by providing information on groups on Galiano.

6.8 Volunteers Report

Gloria collecting information on Park Steward visits - 19 of 32 shore accesses are covered plus 2 Community Parks and Sturdies Bay Trail. Gloria forwards the information to the CRD.

7. Other Business

8.1 Input from members of the public

A member of the public mentioned a petition to preserve DL 64, Cable Bay as public land through a Parks Canada acquisition. Would like GIPRC to consider how this could be purchased for public land.

8.2

10:4 am

Mike moved and Werner seconded that the Commission go in camera in accordance with Section 90 (a) of the Community Charter for the discussion of “personal information about an identifiable individual who holds, or is being considered for, a position as an officer or agent of the Board”.

CARRIED

11:00am

Mike moved and Paul seconded adjournment of the in camera meeting.

CARRIED

Date for Next Meeting

Thursday, February 1, 2018

Adjournment

11:00 am.

Ed Andrusiak, Chair, Galiano Parks and Recreation Commission

