

# Galiano Island Parks and Recreation Commission

May 3, 2018 at 8:30 am  
Galiano Island Trust/CRD Office (23 Madrona)

## MINUTES

**Present:** Ed Andrusiak (Chair), Mike Hoebel, Allan Forget, Paul LeBlond, Stephen Rybak, Gloria Schmidt, Michael Carrothers (GIPRC Maintenance Contractor), Jennifer Margison (Recording Secretary)

**Regrets:** Werner Heinrich, Keith Hutchinson, Dave Howe (CRD Director)

**Call to Order:** 8:29 a.m.

### 1. Approval of Agenda

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**Mike moved and Paul seconded that the agenda be approved with amendments.**

**CARRIED**

### 2. Approval of Minutes of Previous Meeting

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**Allan moved and Mike seconded that the draft minutes from the April 5, 2018 meeting be adopted subject to the finalization of the wording in 5.2.**

**CARRIED**

### 3. Delegations

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Residents, Andrew Loveridge and Lorelei Allen spoke to the redevelopment of Zayer #12. There used to be a ladder to access the beach on a 10' drop and would like to see stairs installed. The beach can be accessed at low tide from Arbutus Point but is not easily accessible. There are a number of families with children in this neighbourhood who would benefit. Lorelei presented a letter and a signed petition of over 80 signatures asking for development of this access. Delegation was thanked for their presentation and that it will be considered in the review of the Master Plan. The letter and petition are attached to the minutes.

### 4. Correspondence

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Ed noted we are receiving mail not addressed to us. Will talk to the Post Office. Mike will also talk to PO re: Solar Co-op mail coming to us. They have a separate box.

### 5. Primary Business

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#### 5.1 Maintenance Contractor's Report

Michael Carrothers presented his monthly report as previously sent to all Commissioners (Attached). Noted that it may seem he is not getting as much done as possible as he is discovering that toilets need a thorough cleaning and trails need more maintenance than anticipated.

Commissioners asked for a quote on skate park toilet repair. There would be the extra cost to hire a helper for this job. Discussion of replacing rather than repairing the toilet. Michael will also get a quote on replacement of toilet as a comparison with repair and check to see if the concrete pad is large enough to accommodate a new toilet.

Studies Bay Trail wooden sign needs re-installing. Noted that it is an old sign.

Discussion of spurge laurel pickup from Zayer cut by neighbours. Michael and Allan will arrange for pickup and drop off on Ed's property where it can compost.

Discussion of Sturdies Bay Trail. Some areas very "rooty" and present tripping hazards and there is a wet area. Fill could help. Determined that it is a priority for Michael to do some work in especially bad areas.

Gloria will send out a reminder to Park Stewards for reports on any needed trail maintenance and will request their assistance with brush cutting along trails.

Discussion of need for Michael to hire additional help to assist with work.

## **5.2 Recreation Funding**

Gloria summarized the applications that came in from March to the end of April. \$648 was requested over the \$33,870 available. Reports on how money was spent in previous year were reviewed. Noted that some specifics were missing from some reports. Successful applicants, when notified of the outcome of their applications, will be provided with a model or template of the information to be provided to the Commission in the final reports on their funded activities.

Clarification that the Commissioners who are on the boards of organizations who have applied for funding will recuse themselves from the discussion. Mike Hoebel recused himself from discussion on the Health Care Society application. Paul LaBlond and Mike Hoebel recused themselves from the discussion on the Trails Society application.

\$678 will be kept in reserve for an unanticipated request or for distribution to an applicant that received reduced funding if no new requests for funding are received.

**Allan moved and Stephen seconded the expenditure of recreation funding for \$33,192 as per the attached list showing the allocation to each recipient.  
CARRIED**

Thanks to Gloria for managing the recreation funding requests. Gloria will include the information in the next Active Page column.

## **5.3 Commonality Meeting**

Agenda distributed for the June 5<sup>th</sup> Commonality meeting on Mayne. Three to five Commissioners and the Recording Secretary will attend. Departure will be on the 6:30 am ferry. Ed will contact absent members.

## **5.4 Matthews Point Regional Draft Management Plan**

Carolyn Stewart, Park/Trail Planner, CRD Regional Parks will be here for the June meeting and will ask for a formal response from the GIPRC to the draft management plan. Posters for an Open House and presence at the Saturday Market on May 26 will be sent to the GIPRC for posting.

## **5.5 GIPRC Master Plan Review**

A summary was provided by Stephen of the first Steering Committee meeting on the review of the Master Plan. Attached. Discussion of how the Committee should proceed. Determined that the working group will provide a discussion paper for a special meeting of the whole Commission likely in late June, which the public could attend as they would a regular meeting. Then a public survey would be finalized and made available on all platforms. The draft plan would be written in the fall and provided online to the public and other relevant organizations for further comment. Stephen would like any Commissioners to comment on strategic plan direction as laid out in the report from the Steering Committee.

**5.6 Jamboree**

Jamboree on July 1 has a new direction and have asked that groups like GIPRC and other similar minded groups share space under their own tent. Stephen will research the purchase of a pop-up tent and will purchase one for up to \$400.

**5.7 Commission Summer Potluck Lunch**

Betty would like to host the potluck to be held on July 5 following the monthly meeting. Mike will send out invitations.

**6. Reports**

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**6.1 Chair’s Report**

None.

Stephen noted that he received the Commission handbook and CRD Delegation Bylaw. Pointed out that according to CRD bylaws, Commissioners cannot abstain in a vote on a motion. An abstention is regarded as an affirmative vote.

**6.2 CRD Director’s Report**

None.

**6.3 Treasurer’s Report**

Ed noted that \$62,653.50 is in Capital Reserve. Ed distributed the revised Capital Expenditures plan provided to the CRD that identifies projects. (Attached). Further revisions to the plan for 2018 will not be possible now. Parks Improvement or DL 79 budget would be a category that could be used however for something like the Skatepark toilet repair or replacement.

**6.3.1 Status of Accounts May 3, 2018**

ACTIVITY	SPENT	BALANCE
Parks Improvement	\$6848	\$6042
Parks Maintenance	\$9189.06	\$34104
Meeting Expense Allowance	\$160	\$1720
Recreation	\$0	\$33,870
Recreation meeting Expense	\$0	\$330
Imprest Account		\$654.54
Capital Reserve		\$62653.50

Donations		\$
Sign Sales		\$

### 6.3.2 Invoices to be approved

Michael Carrothers Apr. 30 Park Maint. (contract) \$3313.00

**Paul moved and Mike seconded the motion to pay the invoice of \$3313 to Michael Carrothers for his monthly maintenance contract.  
CARRIED**

### 6.3.3 Payment of Invoices

Tran Sign	Apr. 17	Telespar posts	\$195.89
Galiano Trading	Apr. 30	Maint. materials	\$21.37
M. Carrothers	Apr. 30	Dewinetz prep work	\$472.50
DoMo Communic.	Mar. 31	Lettering for Button	\$39.38
CRD Labour/Legal			\$1444.36

### 6.3.4 Projected Future Operating Expenditures for 2018

Garbage Removal (Nadia)	\$200
Toilet Supplies & Pumping	\$2700
Skate Park Toilet Repair	?
Parks Maintenance Contract	\$28614.50
Total	<b>\$31515</b>

**Ed moved and Mike seconded approval of the Treasurer's Report.  
CARRIED.**

## 6.4 Shore Access Report

### 6.4.1 Whiteware #5 – road surface

Communication with an adjacent owner re: cost sharing on the road repair has not resulted in a response. Ed will follow up with a phone call.

### 6.4.2 Dewinetz #50

As previously discussed.

### 6.4.3 Other Shore Access Issues

None.

## 6.5 Trails Report

### 6.5.1 Pebble Beach Trails

Nothing further. Delete from agenda.

### 6.5.2 Winstanley Trail

Nothing further. Delete from agenda.

### 6.5.3 Other Trails Issues

None.

## **6.6 Parks Report**

### **6.6.1 DL 79 – Planning Update**

Nothing further other than adjusting budget and timeline. Mike will contact someone about the First Nations consultation.

### **6.6.2 Sticks Community Park/Community Forest Parking Area**

The Galiano Club has asked for additional signage to more clearly designate GIPRC and Galiano Club public lands managed by each organization. Allan will review the map that the Galiano Club wishes to post to try to ensure that one map would identify this. Allan submitted text that would describe the history of the land. Allan will suggest cost sharing with the Galiano Club. The road area at the end of Georgia View will be graded by MoTI.

### **6.6.3 Morrison Bench Donation**

Bench and plaque are ready and a photo will be sent by Allan to the owner. Donor is unable to view sites as of this date.

### **6.6.4 Other Parks Issues**

None.

## **6.7 Volunteers Report**

Three new Park Stewards signed up at the Volunteer Fair. Discussion of a pamphlet listing volunteer opportunities. Suggested creating a Volunteer poster and having it online as well.

## **7. Other Business**

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### **7.1 Un-addressed thoughts and concerns (and any input from members of the public)**

Jennifer reported on her efforts to organize a Fire Smart presentation at the south end. This may be deferred due to a north end presentation occurring on the same date. She will consult with Ben Maberley on this.

Allan will write Active Page article for the July issue in Gloria's absence. June 15 is the deadline. Jennifer will get minutes to Allan asap following the June meeting.

## **8. Date for Next Meeting**

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Thursday, June 7, 2018

## **9. Adjournment**

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11:50 am.

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Ed Andrusiak, Chair, Galiano Parks and Recreation Commission

## APPLICATIONS FOR RECREATION FUNDING 2018

<u>Applicant</u>	<u>2018 Funding Approved</u>
Activity Centre	\$18,500
Community Food Program	\$2,000
Coro Galiano	\$2,500
Galiano Conservancy Assoc.	\$2,000
Galiano Golf Club	\$2,790
Galiano Health Care Society	\$1,500
Galiano Trail Society	\$500
North Galiano Community Assoc	\$2,052
Parent Advisory Committee	\$1,000
Scottish Country Dancing Assoc.	\$350