

**Minutes of a Meeting of the Galiano Island Parks & Recreation Commission**  
**Held on February 6, 2020 in the Galiano Island Trust/CRD Office (23 Madrona)**

**Present:** Stephen Rybak (Chair), Charlene Dishaw, Jim Henshall, Gerry Longson (on phone), Andrew Simon, David Gore, Barry New, Lorne Byzyna, Michael Carrothers (Maintenance Contractor), Jennifer Margison (Recording Secretary), Emma Davis (Galiano Legislative Assistant)  
**Absent:** Dave Howe (Regional Director)

The meeting was called to order at 8:30 am.

**1. Territorial Acknowledgement**

Commissioner Stephen Rybak provided a territorial acknowledgement.

**2. Approval of Agenda**

**MOVED by Commissioner Dishaw, SECONDED by Commissioner Byzyna, that the agenda be approved as amended.**

**CARRIED**

**3. Adoption of the Minutes**

**Moved by Commissioner Dishaw and seconded by Commissioner Simon that the minutes of January 2, 2019 be adopted with amendments.**

**CARRIED**

**4. Chair's Remarks**

None.

**5. Correspondence**

Clarification that correspondence relating to possible agenda items will be circulated electronically prior to the meeting.

**6. Presentations/Delegations**

None.

**7. Administration Reports**

**7.1 Maintenance Contractor's Report**

Contractor Carrothers reports possible vehicle vandalism to the Sturdies Bay trail drainage by Murcheson Cove. Suggestion to ask the road maintenance people what they might suggest to discourage this. Contractor Carrothers reported a month of dealing with water and debris with a lot of flooded and eroded trails. Contractor Carrothers and Commissioner Henshall will look at some of these trails to see if any additional work is needed. Contractor Carrothers will install some Lord Park loop trail signage. Contractor Carrothers was thanked for his work in the wet weather and for a very comprehensive report.

**7.2 Shore Access Report**

Betty Kennedy bench at Mary Ann - Plaque is ready and Gord Palmberg has been contacted to install this. The donor, Bev Patterson will be contacted re: a ceremony once the plaque is installed.

Zayer – Commissioner Longson reported that we have the final report and now have to submit an application to the government and see if they accept it.

### **7.3 Trails Report**

Matthews – Contractor Carrothers sent out a description to Commissioners Henshall and Longson of his recommendations for improvements to the steep lower end. Commissioners will be invited to look at this trail and any others that need significant work with Contractor Carrothers, Commissioners Henshall and Longson.

Bell – Commissioner Longson obtained a ball park figure from one company to do all work to replace the condemned wooden bridge with an aluminum bridge. \$25000 would be the cost for engineering and design, building and installing the bridge if the demolition of the old bridge is included. Cost for a wooden bridge would be \$60 sq ft. - about \$14-16,000. Without a bridge, the existing bypass still can be used to access the trail to Pebble Beach. Could add old bridge removal to Contractor Carrothers contract for DL79? Contractor Carrothers will present a proposal with an estimated cost and circulate information to all Commissioners. Contractor Carrothers also check on the progress of a beaver dam in this area.

### **7.4 Parks Report**

DL79 – an RFP was sent to 3 proponents on Galiano, a site tour was conducted, one bid was received from Contractor Carrothers. The CRD is preparing a contract for a fixed cost. We are still awaiting a response to the RFP for the parking lot and vault toilet preparation.

Chair Rybak reported that there was a preliminary look at the archeological records at the time of rezoning of this property and nothing found on this land. Commissioner Rybak suggested contacting the Penelakut to ask if they have any knowledge of First Nations use of this site to ensure we will not be disturbing any sacred site, as well as to consult with them about a name for this park. Chair Rybak will write a letter to the local Trust Committee asking them to facilitate contact and an introduction to the Penelakut and Commissioner Longson will ask his archeological contact if there is any other information on this site.

### **7.5 Rental of CRD Park Lands for Private Special Events**

Commissioner Dishaw is waiting to hear back from the CRD on risk assessment. Other issues that have been flagged include damage deposits, use of alcohol and public input. Commissioner Dishaw will follow up with Pender's policy and report back next month.

### **7.6 Master Plan Review**

The release of the Master Plan has been delayed by the updating of critical baseline maps maintained by the Galiano Conservancy. Chair Rybak will follow up on a protocol with the Conservancy to expedite future updates.

### **7.7 Invasive Species Control**

Commissioner Simon produced a map of the Zucker shore access area and suggested that property owners on either side would need to be involved if we are going to invest time and energy in this project. He will develop a proposal that can be discussed with the neighbours.

### **7.8 Volunteer Report**

Commissioner Dishaw will discuss planning for a beach cleanup day at next meeting. Mentioned planning for the Park Stewards' lunch will be a future task. Reported that she and David ? are taking over Shore Access #65 Zelter.

**7.9 Recreation Funding**

Commissioner Dishaw discussed some changes she would like to propose for the recreation funding documents. She will send her suggestions out shortly to all Commissioners. Confirmed March 14 at 10 am at the library meeting room for an information session. Applications are due on April 15. There will be an article in the Active Page. Suggestion to include the amount distributed last year. Organization we have been unable to fund will be referred to other founders including the Grants-in-Aid program through Dave Howe. Could use our Facebook page for this information and applications as well. Commissioner Dishaw will distribute the Active Page article for additions.

**8. Treasurer’s Report – February 6, 2020**

Treasurer Byzyna presented the treasurer’s report.

**8.1 Status of Accounts**

ACTIVITY	SPENT	BALANCE
Parks Improvement	\$234.47	\$6655.53
Parks Maintenance	\$3740.97	\$56969.03
Meeting Expense Allowance	\$0	\$2880
Recreation	\$34800	\$33870
Recreation meeting Expense	\$0	\$330
Imprest Account		\$679.74
Capital Reserve		\$80482
General Capital Fund		\$6857
Transfer to Cap Reserve		\$12000
Donations	\$300	\$300

**8.2 Invoices to be Approved**

**MOVED by Commissioner Byzyna and SECONDED by Commissioner Simon that a payment to Contractor Michael Carrothers of \$3139.50 for monthly park maintenance be approved.**

**CARRIED**

**8.3 Payment of Invoices**

Galiano Trading Co.	Maintenance Supplies	\$34.57
Galiano Excavating		\$476.35
Nadia Krebbs	Garbage	\$229
Auchback Industries	Bench plaque	\$245.52

**8.4 Projected Operating Expenses for 2020**

Garbage removal (Nadia)	\$200
Parks Maintenance Contract	\$
Pump Toilets	\$
Apple Pie	\$
Stewards’ Luncheon	\$
Post Box	\$
Secretarial	\$

Transfer to Capital Reserve Fund	\$
CRD Labour/Legal	
TOTAL	\$

**MOVED by Commissioner Goar and seconded by Commissioner Henshall that the Treasurer’s Report be approved.  
CARRIED**

**9. New Business**

**9.1 GCA Mapping Agreement** – An updated map is part of our Master Plan and we have some money designated in the capital budget.

**9.2 Access** - Shore accesses that might be improved for mobility access are being considered. Commissioner Longson has identified experts and has drafted an RFP for Commissioners’ review to ask these consultants to look at some selected access and make recommendations for accessibility improvements. Could make application to various funds for the cost.

**9.3 Update for Heritage Forest Management Plan** - Galiano Club will be updating the 2008 Heritage Forest Management Plan as required every 10 years. The GIPRC had a seat at the table for the previous plan as two of our trails are adjacent to the Heritage Forest. An initial meeting is planned on Feb. 14, 10-2. Commissioner Byzyna will attend. Commissioner Henshall also indicated interest.

**9.4 Social Media** – Commissioner Goar will update GIPRC website and Facebook page. Asked if more utilization of FB page is desired. Will outline some possibilities for the next meeting.

**10. Other Business**

Unaddressed thoughts and concerns (and any input from members of the public)

A member of the public, Andrew suggested purchasing a triangular lot adjoining Bluff Park and Matthews Point Regional Park.

**11. Adjournment**

**Moved by Chair Rybak and seconded by Commissioner Simon that the meeting be adjourned at 10:50 am.  
CARRIED**

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Stephen Rybak, Chair, Galiano Parks and Recreation Commission