

Approved Minutes of a Meeting of the Galiano Island Parks & Recreation Commission
Held on March 5, 2020 in the Galiano Island Trust/CRD Office (23 Madrona)

Present: Stephen Rybak (Chair), Charlene Dishaw, Gerry Longson, David Goar, Barry New, Lorne Byzyna, Michael Carrothers (Maintenance Contractor)

Absent: Jim Henshall, Andrew Simon, Dave Howe (Regional Director), Jennifer Margison (Recording Secretary)

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 Longson, **SECONDED** by Commissioner New, that the agenda be approved as amended.

CARRIED

3. Adoption of the Minutes

Moved by Commissioner Longson and **seconded** by Commissioner Goar that the minutes of February 6, 2020 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

Discussion about increase in water and tree/debris. Stephen would like to see a high priority given to trails seeing high erosion and high use trails. Discussion of what could be done to prepare for next winter. Michael is going to do an overall assessment of the trails in May. Suggested that we may need to consider that our creation of trails effects water flow.

7.2 Shore Access Report

Zayer #12 – Commissioner Longson will follow-up with the Archeological Branch for approvals and permit conditions to construct an access.

Matthews #15 – Contractor Carrothers has picked up materials to do the additional upgrades and hopes to start this month.

Mobility Access – Commissioner Longson will re-circulate the RFP draft and a list of 4-5 contractors. Possibility that the Rick Hansen Foundation may refund eventual construction costs. RFP would be sent out in April.

Contractor Carrothers visited Shaw's Landing (34) shore access to look at wheelchair accessibility with a mobility challenged user. Suggestion to add Shaw's Landing to a list of suggested shore accesses for the RFP contractor to assess.

Lodge (33): Discussion of public/private partnerships for a kayak launch and usage agreement. Commissioner Goar will talk to Jesse Keefer about his plans for the kayak launch.

7.3 Trails Report

Bell – Discussion to remove bridge and leave the concrete or remove concrete posts. Contact CRD regarding risk and liability to leaving the posts versus removing them.

7.4 Parks Report

DL79 – Contract is in place for trail construction with M. Carrothers; work expected to begin in March.

Still waiting for a written response for the quote on the parking lot and toilet install.

Commissioner Rybak will redraft a letter to Local Trustee Wolverton seeking assistance in providing an introduction to the Penelakut First Nation asking for their assistance to identify and protect ancestral sites within the boundaries of DL79.

Sticks Community Park – A private driveway adjacent to the Park at 1155 Sticks Allison was flooded and damaged by heavy late-January rains. The CRD facilitated approvals for removal of debris from the seasonal stream that contributed to the flooding. As a good neighbour, the CRD has offered to share the costs of driveway repairs. The owners subsequently voiced concerns about potential danger trees on the Park boundary. The cluster of alders was assessed by Contractor Carrothers; none identified as dangerous. Indeterminate property lines for the residential lot, MOTI row and the Park licence of occupation is clouding the issue of responsibility for the trees. CRD advised of the assessment by Commissioner Rybak.

7.5 Rental of CRD Park Lands for Private Special Events

Commissioner Dishaw will have a draft ready for next month's meeting.

7.6 Master Plan Review

Map revisions are holding up the publication.

7.7 Invasive Species Control

Tabled to next meeting due to Commissioner Simon's absence.

7.8 Volunteer Report

April 25 will be the date for the National Shore Cleanup at Tricia Way/Albion. Commissioner Longson and Goar help set up with Commissioner Dishaw, who is working with the Conservancy on this.

7.9 Recreation Funding

Commissioner Dishaw will send information to Commissioner Goar to update the CRD website.

A copy of the GIPRC logo for email and the GIPRC letterhead will be circulated to Commissioners.

8. Treasurer's Report – March 5, 2020

Treasurer Byzyna presented the treasurer's report.

8.1 Status of Accounts

ACTIVITY	SPENT FEB	SPENT YTD	BALANCE
Parks Improvement	97.44	\$97.44	\$6792.56
Parks Maintenance	3170.00	\$7145.44	\$56969.03
Meeting Expense Allowance			\$2880
Recreation			\$33870
Recreation meeting Expense			\$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 Rybak that a payment to Contractor Michael Carrothers of \$2698.50 for monthly park maintenance be approved.

CARRIED

8.3 Payment of Invoices

Galiano Conservancy	Mapping	\$600.00
M. Carrothers	Rope - Matthews	\$97.44

8.4 Projected Operating Expenses for 2020

	SPENT FEB	SPENT YTD	BALANCE
Garbage Removal - Nadia			\$250

Garbage Removal /19-late		\$229	
Design, Print Brochures			\$2000
Park Maintenance Contract	\$2570	\$5560	\$40290
Park Meeting Expenses			\$2880
Mainten. Materials Allowance	\$600	\$600	\$400
Pump Toilets			\$1600
Apple Pie			\$850
Stewards' Lunch			\$600
Post Box			\$180
CRD Labour/Legal			
Total Projected Spending	\$3267.44	\$7242.88	\$56196.12
Contingency Available			\$7270
Total Operating Budget			\$70480

**MOVED by Commissioner Byzyna and SECONDED by Commissioner Rybak that the GIPRC request that the CRD increase the authorized funding for DL79 by \$17000 in 2020 to permit the installation of a toilet and to accommodate increased construction costs..
CARRIED**

**MOVED by Commissioner Byzyna and SECONDED by Commissioner Longson that the GIPRC request \$1500 for an accessibility assessment be brought forward from 2021 to the current 2020 capital year expenditures.
CARRIED**

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

In a general discussion of the capital plan, it was agreed that the need for an engineering study on the Matthews shore access will be further assessed following the interim improvements now underway. It was also noted that no further direction has been received regarding the Asset Management project and that the current approvals allow for \$2500 for asset replacement.

9. New Business

9.1 Commonality Meeting – Commissioner Rybak will circulate the meeting information.

9.2 Heritage Forest Management Plan – Commissioner Byzyna attended the meeting on behalf of the GIPRC and discussed his summary of the meeting. Commissioner Byzyna will ask that the designation of trails in GIPRC facilities be pedestrian only in the up-dated management plan.

10. Other Business

Unaddressed thoughts and concerns (and any input from members of the public)
None.

11. Adjournment

**Moved by Chair Dishaw and seconded by Commissioner Rybak that the meeting be adjourned at 1050 am.
CARRIED**

Stephen Rybak, Chair, Galiano Parks and Recreation Commission