

**Minutes of a Meeting of the Galiano Parks and Recreation Commission
Held Thursday, Mar 3, 2022, 9:00 AM in the Galiano Community Library also via Zoom**

Present: Commissioners: Charlene Dishaw (Chair), Evelyn Dewinetz, Jim Henshall, Gerald Longson, Barry New, Stephen Rybak, Lorne Byzyna (Treasurer),
Staff: Michael Carrothers (Maintenance Contractor), Emma Davis (Galiano Liaison for the CRD, recording), Paul Brent (Alternate Director CRD)

Also Present:

Absent: Andrew Simon

The meeting was called to order at 9:02 am.

1. Territorial Acknowledgement

Commission Chair (Dishaw) provided a territorial acknowledgement.

2. Approval of Agenda

Item 6.1 was struck.

MOVED by Commissioner Lawson, **SECONDED** by Commissioner Dewinetz,
That the agenda be approved as revised.

CARRIED

3. Adoption of Minutes

Commissioner Rybak proposed two corrections: Zayer Shore Access, 9.6 – add a period after ‘Band Manager of the Penelakut’, and; Invasive Plant Removal, 10.2.2 - add ‘contract language regarding invasives removal may need to be reviewed.’

MOVED by Commissioner Dewinitz, **SECONDED** by Commissioner Henshall,
that the minutes of the (Feb 3, 2022) meeting be adopted as revised.

CARRIED

4. Chair’s Remarks

Chair Dishaw shared a Committee Values Statement, as circulated before the meeting.

5. Correspondences

5.1 Bench requests

Three bench requests have been received. Chair Dishaw has forwarded them to Commissioner Henshall, and will continue to do so going forward.

6. Presentations/Delegations

None.

9:25 Alternate Director Brent left meeting.

7. Administration Reports

7.1 Maintenance Contractor's Report

Discussion considered the Contractor's Report that was circulated the previous day by email to the Commission.

The Maintenance Contractor noted that the workload around managing water is steadily increasing as the years go by. Discussion considered what time of year is best to do the drainage work; and whether the goal is maintaining accessibility during winter or preventing erosion. The Maintenance Contractor indicated that both are important, and winter works well because the ground is softer and it's easy to see where the water is running. The Maintenance Contractor explained that resurfacing and crowning many of the trails would help, with some exceptions.

No motion was tabled, but discussion considered whether the Maintenance Contractor should bring proposed improvements to the Commission so it can be budgeted for, and covered out of Parks Improvements on a separate invoice, rather than from maintenance.

No motion was tabled, but discussion considered whether Commissioner Byzyna should check with the CRD about whether such items could be part of asset renewal.

No motion was tabled, but discussion considered whether the Maintenance Contractor should approach Renee Zilch for advice about step-building at Dewinetz.

MOVED by Commissioner Henshall, **SECONDED** by Commissioner Dewinetz, that Michael do some preliminary investigative work to reroute the upper portion of the Dewinetz trail and then bring forward a proposal to the commission for a capital project for 2023.

Discussion about whether it was necessary to include an amount of money added to the Maintenance Contract for this work. Concluded that the money was already in the approved budget under Parks Improvement.

CARRIED

7.2 Parks, Trails and Shore Access Report

Circulated by Maintenance Contractor by email on the previous day.

7.3 Recreation Report - Grants update

Commissioner New noted that an article was published in the March Active Page.

Discussion considered a request from Galiano Players to spend unspent funds from the 2022 Pantomime on the spring 2023 performance, and still apply for funds for the 2023 Pantomime. It was clarified that this is acceptable.

ACTION: Commissioner New will inform them of the decision.

No motion was tabled, but discussion considered whether evidence of recognition of GIPRC in the reports that funding recipients receive should be submitted with reports.

ACTION Commissioner Dishaw will help Commissioner New to update the forms, including the above reporting requirement, with an April 15 application deadline. Award decisions will be made by May 15 and funds will be disbursed in June.

ACTION: Commissioner New will schedule a meeting for applicants in late March, and promote it by email and Facebook.

7.4 Volunteer Report

Commissioner Dewinetz noted that 7 stewards have been in contact. Some shared pictures of garbage they'd gathered.

8. Treasurer's Report

Commissioner Byzyna circulated the treasurer's report to the commission. Report is available to the public by request.

No motion was tabled, but discussion considered whether Commissioner Henshall can approve work that falls outside of the Maintenance Contractor's maintenance contract. Commissioner Byzyna suggested that he can meet with the Maintenance Contractor and Commissioner Henshall to make such decisions.

Spending was at \$7000 which was noted is a bit high but not a concern. There was \$1600 of capital spending for the Silú toilet delivery.

Commissioner Henshall reported that the Commissioner Orientation helped clarify how best to use the budgets in a flexible way that should make things easier.

8.1 Status of Accounts

Found in Treasurer's Report.

8.2 Payment of Invoices

Found in Treasurer's Report.

8.3 Forecast Operating Expenses

Found in Treasurer's Report.

8.4 Capital Program Spending

Found in Treasurer's Report.

8.5 Review and Confirmation of 2022 Capital Program
Found in Treasurer's Report.

MOVED Commissioner Byzyna, **SECONDED** by Commissioner Dewinetz, that the Treasurer's Report be accepted as presented by the Treasurer.
CARRIED

9. Update Status of Capital Projects

9.1 Silú Park Completion

There was discussion about the budget: There is a \$13,610 budget. The Commission carried over \$6610 from last year but can't spend the \$7000 until it's approved at the March CRD Board meeting. It was noted that \$13,610 should be adequate for toilet installation and signage and possibly some shore access and a recognition ceremony.

No motion was tabled, but discussion considered whether Commissioner Longson should review the project budget to see if it's still in line.

There was discussion about whether the Commission would construct stairs to the shoreline as outlined in the project proposal.

Commissioner Rybak brought forward the need to recognize Michael Hoebel's contribution of the management plan at the official park opening.

There was discussion about toilet installation and whether the Maintenance Contractor is covered by insurance if he leads a volunteer workparty.

No motion was tabled, but discussion considered whether the Maintenance Contractor should submit a proposal for doing the job with an assistant, and whether, if it falls within budget, he can proceed sometime in the next couple of weeks.

9.2 Zuker-Georgeson Bay Shore Access Restoration

ACTION: Commissioner Dishaw will be working with CRD staff to reach out to the Penelakut regarding the gate.

ACTION: Commissioner Dishaw will send out a letter this week to Shea regarding the spurge lorel.

There was discussion about what does and doesn't need to go to RFP.

ACTION: Commissioner Dishaw will reach out Justine and Emma about how to proceed if an Indigenous artist is selected who doesn't have insurance.

There was discussion of the budget: There is a tentative project budget of \$14K, of which \$8K has already been approved by CRD. The Commission is waiting for the balance to be approved at the March CRD Board meeting.

There was discussion about the procedure for soliciting a contractor for the work and how to approach the RFP. It was noted that there is nothing coming forward for the Commission to review at this time.

9.3 Shaw's Landing Access for Mobility Impaired

Discussion of budget: \$5,500 as approved last year that is carried forward to this year, plus the Commission has requested an additional \$4500 – total project budget is \$10,000.

ACTION: Commissioner Longson will send Commissioner Dishaw a letter and list of contacts, for outreach to the community, to be circulated before work proceeds.

9.4 Activity Centre Vault Toilet

Commissioner Rybak reported that the CRD and School District staff have been working to come up with an amendment to the 2014 agreement that will allow access to the site to install the toilet. Once it's signed, the Commission can move on to getting quotes on installation and ordering the toilet

Discussion of budget: The Commission has asked the CRD for an additional \$8K on top of the original \$12K, total \$22,000, and these numbers are still a reasonable estimate – that will cover digging a pit, installing concrete, and building and installation. It still looks feasible to proceed this year. There is currently no funding in the general capital fund or a charge pool, that will wait until the project is ready to begin.

No motion was tabled but a suggestion was made to follow up with a call with Wishbone to see where their prices are headed.

9.5 Matthews-Whipple Beach Access Trail Improvements

Discussion about budget: Commission still has \$5k in the budget - It is anticipated that this will be approved at the March CRD Board meeting.

Discussion about whether the Maintenance Contractor still has \$3000 for work for the beginning of this year, which is a separate amount from the Parks Improvement budget. It was clarified that he does.

9.6 Zayer Shore Access

Commissioner Dishaw noted she hasn't heard back from the Penelakut.

MOVED by Commissioner Dishaw, **SECONDED** by Commissioner New that given the archeological costs associated with Zayer, the Commission is not in favour of proceeding with the arch assessment and full development of the shore access.

Discussion about the cost of the archeological assessment, the community interest. Discussion about different possible approaches to this site. Discussion about the right timeline for involving the Penelakut.

CARRIED

ACTION: Commissioner Dishaw will let neighbours know what decision has been.

9.7 Other Projects

None.

10. New Business

10.1 Standing contract for tree/chainsaw work

ACTION Emma will prepare a contract for Gordon Reimer. Discussion that the contract will specify no danger trees.

MOVED by Commissioner Byzyna, **SECONDED** by Commissioner Henshall that the Commission ask Emma to proceed with the contract with \$3K contract limit.

CARRIED

Discussion about the well registry and it was confirmed that the well at Silú has bene registered and the bill has been paid.

11. Unaddressed Thoughts & Concerns (and input from members of the public)

None.

12. Adjournment

MOVED by Commissioner Dishaw, **SECONDED** by Commissioner Longson that the meeting be adjourned at 10:57.

CARRIED

(signature block)

CHAIR

(signature block)

COMMITTEE CLERK