

PENDER ISLANDS PARKS & RECREATION COMMISSION (PIPRC)
Minutes of Monthly Meeting
Thursday, February 17, 2011 (9:15 am)
Community Hall Lounge, North Pender Island

Present: Pete Williams, John Chapman, Peter Clarke, Colin McLarty, Arn Berry, Michael Symons, Ken Hancock, Ethan Smith (PIPRC Contractor), and Zorah Staar (Recorder)

Regrets: Margaret Alpen, Jim Pugh

Public: None

1. CALL TO ORDER

Chair Arn Berry called the meeting to order at approximately 9:20 am.

2. APPROVAL OF AGENDA

Items were added to the agenda for the Disc Park Outhouse and Bridge Park.

MOTION: Moved by Pete Williams, seconded by Peter Clarke, to approve the proposed agenda as amended. **CARRIED**

3. APPROVAL OF MINUTES

MOTION: Moved by Arn Berry, seconded by John Chapman, to approve the January 20, 2011 minutes as circulated. **CARRIED**

4. CORRESPONDENCE

None

5. PRIORITY ITEMS

5.1 Gardom Pond Dam

It was reported that provincial Minister Murray Coell would be attending to view and discuss the Gardom Pond Dam, on March 4, 2011 (9:30 am). PIPRC Commissioners interested in attending were invited to contact Chair Arn Berry, who would tell Sara Steil.

5.2 Castle Road Trail Update

Arn Berry reported that he had sent a letter to the Castle Road strata (as previously agreed), but he had not yet received a response. With regard to the insurance issue, further information had been received from the CRD,

and Berry planned to send a follow-up letter to the strata. In addition, John Chapman planned to do some GPS work to confirm trail boundaries.

5.3 Disc Park Outhouse

Pete Williams described the estimates now received for the agreed installation of a new second Disk Park outhouse, and also parking lot work.

MOTION: Moved by Pete Williams, seconded by John Chapman, that the PIPRC accept the estimates provided for the new outhouse and parking lot work at the Disc Park (totaling \$6,175 plus tax), and instruct the contractors to proceed. **CARRIED**

5.4 Bridge Park

It was agreed after discussion to once again measure and record the progress of the bank erosion at Bridge Park, even though the recent change did not appear to have been significant.

6. MAINTENANCE CONTRACTOR REPORT

Contractor Ethan Smith had emailed out a detailed Maintenance Report. Now he made additional comments and/or there was PIPRC discussion as follows:

- agreed that Smith would install new Peter Cove South sign at the side of this ocean access, once metal post had been received from the signmaker;
- agreed that Smith would also the install the ten new generic park signs (no fires, etc.) at suitable sites, once he had sourced metal posts for them;
- Smith reported new erosion at the Shingle Bay Creek next to kayak ramp, which he would attend to when possible;
- no trail reports had been received recently (Arn Berry and/or Pete Williams said they would follow up by accessing the PIPRC email account);
- Smith requested decision on 3 proposals for Enchanted Forest, so that PIPRC position could be forwarded to Islands Trust Fund for further consideration (based on their conservation covenant on the Forest);
- discussion occurred, including about balancing the esthetic features of the seasonally wet waterfall trail, with the significant cost of a new boardwalk;

MOTION: Moved by Pete Williams, seconded by Ken Hancock, that the PIPRC re-route 250 feet of the Enchanted Forest waterfall trail to higher, drier ground, by moving the trail about 20-30 feet from its current location **CARRIED (5 in favour, John Chapman opposed)**

MOTION: Moved by John Chapman, seconded by Ken Hancock, that the PIPRC approve in principle creating an additional entrance for the Enchanted Forest, at the top of the existing skid trail (Southwest corner), subject to Islands Trust Fund approval and sufficient verification of property boundaries. **CARRIED**

- new Enchanted Forest entrance was intended to facilitate a loop trail, but would require GPS work and possibly also a survey first;
- thirdly, Contractor Smith requested that a surveyor be hired to flag the same Southwest property line, with a view to future discussions with adjacent landowner about a potential viewpoint (agreed that John Chapman could follow up by verifying and possibly contacting landowner in question, and then issue of a survey could be revisited at the next PIPRC meeting);
- finally, Contractor Smith reviewed his intention to work less during upcoming summer months, relying on same subcontractor he'd already been using to ensure that necessary maintenance work occurred;
- subcontractor had now arranged WorkSafe BC coverage (to be verified), was also covered by Smith's third party liability insurance coverage (as long as Smith reviewed and signed off on his work), and it was proposed that he be paid directly by PIPRC (after Smith had reviewed each of his invoices);
- assuming liability, safety, and quality of work issues were satisfactory, PIPRC was in general agreement in support of the foregoing subcontractor arrangement, which was not believed to require any new contract;
- Ethan Smith then left the meeting.

The final maintenance issue discussed was the need for the PIPRC to establish a new maintenance and work shed by January 2012 (moving from the current site at the CRD works yard). There was general agreement that a location right next to the parking lot of the Danny Martin Ball Park was the most suitable to pursue, although Ken Hancock said it would require a minor rezoning application to the Islands Trust. Hancock also stressed the importance of informing the adjacent neighbours in an appropriate manner, and said that he would make some follow-up inquiries and then report back.

7. IN CAMERA ITEMS

MOTION: Moved by Pete Williams, seconded by Ken Hancock, that the meeting be closed to the public for the purpose of discussing property and personnel matters. **CARRIED**

Note: See separate In Camera Minutes of the same date.

MOTION: Moved by Peter Clarke, seconded by Michael Symons, that the meeting be once again opened to the public. **CARRIED**

8. REPORTS

8.1 Chair's Report (Arn Berry)

Arn Berry reported as follows: that he had attended another meeting of the working group attempting to arrange the purchase of part of the Hunt property (the watershed for Buck Lake); that the property was 90 acres and was at risk of being clearcut at any time; that the form of protection which had been discussed was for the watershed to be purchased and turned into a CRD/local park; and that the working group was developing a brochure to raise awareness.

8.2 Treasurer/Financial Report

Former PIPRC Treasurer Angie Gray had very kindly done another month of bookkeeping work, and emailed out CRD financial statements for the Parks and Recreation budgets. In addition, Pete Williams noted that late in 2010, there had been a PIPRC motion to put any 2010 Parks operating surplus into the property acquisition contingency fund. However, CRD staff had achieved the intended purpose (but with more flexibility) by putting the 2010 operating surplus into a contingency fund of the 2011 budget.

MOTION: Moved by Michael Symons, seconded by Pete Williams, that the PIPRC approves the 2010 operating surplus being placed into a contingency fund in the 2011 operating budget. **CARRIED**

8.3 CRD Electoral Area Director (Ken Hancock)

Ken Hancock had circulated the proposed draft Parks Regulatory Bylaw, which was to be the major item of discussion at the upcoming Southern Gulf Islands Parks & Recreation Commonality Meeting (on Tuesday, April 5 CRD boardroom, Victoria). The other parts of the Commonality Meeting were to be individual Commission reports, and also a CRD Risk Management report.

The draft Regulatory Bylaw had originally been prepared for a larger jurisdiction with a paid parks manager, and Hancock noted that Salt Spring Island had now taken this step (in which case the Parks Commission became just an advisory board). Some PIPRC Commissioners did not feel that the proposed draft was appropriate for smaller jurisdictions without such staff. Hancock said that the draft bylaw could perhaps be adapted by replacing “the Manager” with “the Commission”, and that the reference to “Park Officers” was to CRD Bylaw Enforcement or RCMP officers. In fact, one of the reasons to bring in the new bylaw could be improved enforcement (compared with enforcing the current vague and arguably inadequate Parks Bylaws).

After discussion, Hancock encouraged all PIPRC Commissioners to review the draft regulatory bylaw and come back to the next PIPRC meeting with comments, which could be distilled down. In addition, the PIPRC could decide whether to try to proceed with the new bylaw, or be exempted from it.

Ken Hancock had also emailed copies of the protocol agreements between the PIPRC and the North and South Pender Local Trust Committees. These documents (applying to matters like park dedications at the time of subdivision) needed to be updated. Hancock invited Commissioners to review the protocols and get back to him with any questions or suggestions.

8.4 Communications

Chair Arn Berry said he would write the next article for the Pender Post, focusing on explaining what the PIPRC does. He suggested that other

Commissioners could take turns in future, for example by writing articles about some of their favourite park places.

Berry also felt that the PIPRC website very much needed updating, including completing the transition to a joint Parks & Recreation Commission, taking down a lot of outdated material, etc. Commissioners were invited to check the site and bring suggestions to the next meeting.

8.5 Volunteer Coordinator

John Chapman was working on organizing the volunteer information and trail reports.

9. NEW /ADDITIONAL BUSINESS

None

10. NEXT MEETING

The next PIPRC Meeting was scheduled for Thursday, March 17, 2011 (9:15 am, Community Hall Lounge).

11. ADJOURNMENT

MOTION: Moved by Peter Clarke, seconded by Ken Hancock, that the meeting be adjourned at approximately 12:15 pm. **CARRIED**