

**PENDER ISLANDS PARKS & RECREATION COMMISSION (PIPRC)**  
**Minutes of Monthly Meeting**  
**Thursday, March 17, 2011 (9:15 am)**  
**Islands Trust Office (Driftwood Centre), North Pender Island**

**Present:** Arn Berry, John Chapman, Colin McLarty, Michael Symons, Margaret Alpen, Jon Heaney, Ethan Smith (PIPRC Contractor), Zorah Staar (Recorder)

**Regrets:** Ken Hancock, Pete Williams, Peter Clarke, Jim Pugh

**Public:** None

### **1. CALL TO ORDER**

Chair Arn Berry called the meeting to order at approximately 9:24 am.

### **2. PUBLIC DELEGATIONS**

Chair Berry noted that there had been a somewhat urgent request for a delegation from the Three on the Tree Productions Society. Tim Frick and Leanne Mueller were present to submit the Society's written request for PIPRC financial and other support, and they made statements including the following:

- Three on the Tree did have some Gaming Funding for youth/family activities (such as their current Family Circus program), but no longer had Gaming funding for the Magic Lantern Festival, so they had initiated fundraising;
- they understood that the general PIPRC Recreation funding process happened in the fall, but in the meantime they needed to meet an April 1 deadline for a heritage grant application, which required a letter with a funding commitment from a municipal government body (or the equivalent);
- they therefore asked the PIPRC for a letter of support and an initial Recreation funding amount for the Magic Lantern Festival, as well as a potential location for new storage sheds (for large props), and use of PIPRC parks (and the school gymnasium ) for circus arts summer programming.

There was discussion, during which the PIPRC confirmed that it was having its own challenges finding a location for a storage/work shed, but that it would consider the above requests later in this meeting. The Three on the Tree delegation then left.

### **3. APPROVAL OF AGENDA**

**MOTION:** Moved by Jon Heaney, seconded by Colin McLarty, to approve the proposed agenda. **CARRIED**

### **4. APPROVAL OF MINUTES**

**MOTION:** Moved by Michael Symons, seconded by Margaret Alpen, to approve the February 17, 2011 PIPRC minutes as circulated.  
**CARRIED**

## 5. MAINTENANCE REPORT

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

- Peter Cove South sign prohibiting vehicle access had now been installed, but it appeared to have been ignored by at least one vehicle (general PIPRC agreement to wait to hear, before taking further action);
- additional Enchanted Forest boardwalks to be installed soon, and Islands Trust Fund Board had not yet decided about other issues for this site;
- the 10 new park safety signs (no fires, etc.) could be installed on cedar or metal posts (after discussion, PIPRC decision to use metal posts);
- re: Three on the Tree request for park area for their storage sheds, noted that proposed space for new PIPRC shed near baseball parking lot was too limited for other sheds as well, and that Ken Hancock was confirming boundary issues;
- Maintenance Report included a list of Priority Projects, putting safety issues first (list was useful to receive, and PIPRC had no objections to it);
- Contractor Smith agreed to send a write-up on PIPRC accomplishments and activities to Chair Arn Berry, for upcoming April 5 Commonality Meeting;
- Smith requested guidance on boardwalk construction, suggesting that after current Enchanted Forest installation, another "lift" of wood be purchased to build another 200 feet of boardwalk (to be installed at Capstan Lane and/or Enchanted Forest), and then further boardwalk construction be deferred until budget analysis in the fall (general PIPRC agreement in support of this).

Note: Ethan Smith then left the meeting.

## 6. CORRESPONDENCE

None

## 7. PRIORITY ITEMS

### 7.1 Castle Road Trail Update

John Chapman had been using GPS to verify boundaries regarding the Castle Road Trail, and was trying to access the new online CRD Atlas for more info.

### 7.2 Enchanted Forest Potential Viewpoint

John Chapman reported having some positive discussions with a Poet's Cove representative about a potential ocean viewpoint on their property, accessed from the Enchanted Forest. Further discussions and a site visit were to occur (PIPRC to be contacted when more was known).

## 8. IN CAMERA ITEMS

**MOTION:** Moved by John Chapman, seconded by Michael Symons, that the meeting be closed to the public for the purpose of approving In Camera Minutes and discussing property and personnel matters.

**CARRIED**

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

**MOTION:** Moved by John Chapman, seconded by Michael Symons, to adjourn the In Camera portion of the meeting, and once again open this PIPRC meeting to the public. **CARRIED**

## 9. REPORTS

### 9.1 Chair's Report (Arn Berry)

Arn Berry reported as follows: that he had attended the Gardom Dam site visit and meeting with Minister of the Environment Murray Coell (since replaced); that it was expected the dam assessment would now proceed in August (at lowest water levels), and the PIPRC would pay its share of the cost; that the private water license holders were also fundraising in this regard; that there was no news from the working group attempting to arrange the purchase of part of the Hunt property (the watershed for Buck Lake, to then be preserved as a community park); that Arn Berry and Graham Boffey planned to view the property in April, and other PIPRC Commissioners would be invited.

### 9.2 CRD Electoral Area Director's Report (Ken Hancock)

Alternate Jon Heaney was present, but did not have a specific report to make. The group discussed the new draft Community Parks Regulation Bylaw, proposed for the Southern Gulf Islands Parks & Recreation Commissions to discuss at their April 5 Commonality Meeting. Michael Symons said that he didn't believe there was any demand or need for a bylaw of this type in the Southern Gulf Islands, in particular the emphasis on an officer-based system. John Chapman agreed that this new bylaw was not necessary here, and said that he had forwarded his concerns about various provisions. Arn Berry said that the bylaw seemed to have a real overlap with criminal law, which felt unnecessary.

**MOTION:** Moved by John Chapman, seconded by Michael Symons, that the PIPRC opposes the application of the draft Community Parks Regulation Bylaw to the Pender Islands. **CARRIED**

### 9.3 Financial Report & Recreation Funding Issues

Given the current absence of a PIPRC Treasurer, volunteer bookkeeper Angie Gray had emailed out the latest CRD financial statements for the Parks and Recreation budgets.

#### 9.4 Recreation Funding Report

In addition, Angie Gray had noted that the PIPRC had not yet made a decision on last year's Recreation funding application by the Dierz Dance & Art School (where additional information had been required). It now appeared that some of the recreation services in the application were dance lessons to be offered in the applicant's home (for which a partial student subsidy was requested).

PIPRC Commissioners reviewed a previous CRD memo with some criteria for Recreation funding, which appeared to allow the purchase of community recreation services from both non-profit and for-profit organizations, provided that this did not create unfair advantage. PIPRC Commissioners felt there was a need for more guidance and/or consensus about criteria, and expressed concerns about subsidizing some lessons and not others; whether non-profit groups needed to be incorporated societies; whether the recreation services to be purchased should be provided in public community space or could be provided in a private home; and whether funding could be provided only for equipment and supplies or also for compensation.

It was agreed that there should be further PIPRC discussion about all applicable criteria before the next round of Recreation funding applications were considered in August, 2011. In the meantime, the Dierz Dance & Art application was not available, so a related motion was tabled until the PIPRC could see it and know more about what services were being proposed (Margaret Alpen to obtain copy of application).

The PIPRC then considered the Recreation funding request made by Three on the Tree earlier in this meeting. It was agreed that given the April 1 deadline involved, some support should be offered now (subject to the required Recreation application being submitted).

**MOTION:** Moved by Michael Symons, seconded by Margaret Alpen, that the Pender Islands Parks & Recreation Commission (of the Capital Regional District) approve providing to Three on the Tree Productions Society a letter of support, and also the purchase of Recreation services in the amount of \$500, for the December, 2011 Magic Lantern Festival. **CARRIED**

#### 9.5 Communications Report (Margaret Alpen)

Arn Berry confirmed that he had written the March Pender Post article about the PIPRC's parks mandate, and that he would be submitting an article about the recreation mandate by the March 20 deadline (for the April Pender Post). Margaret Alpen agreed to submit an article by the April 20 deadline (for the May Pender Post).

The PIPRC email account was discussed, and Margaret Alpen agreed to clean out old irrelevant emails, and to inquire about changing the email address from [penderparks@crd.bc.ca](mailto:penderparks@crd.bc.ca) to one that included recreation.

Alpen also agreed to follow up with the CRD webdesk, about which old Pender Parks Commission information needed to be removed from or updated on the website (to reflect the Pender re-amalgamation of the Parks & Recreation Commission).

#### 9.6 Volunteer Coordinator's Report

John Chapman said that his intention was to finish organizing the Trail Guardian volunteer information, and then pass it on to Michael Symons for further coordination. Symons suggested a new approach, where volunteers would walk their trails monthly, but would only have to submit reports on a quarterly basis (unless a matter required attention before that?).

### 10. NEW /ADDITIONAL BUSINESS

#### 10.1 Commonality Meeting for Southern Gulf Islands Parks & Recreation Commissions

Jon Heaney said he would follow up to obtain more information about the arrangements for the Tuesday, April 5 Commonality Meeting, at the CRD Offices in Victoria (e.g. meeting timing, agenda, parking, etc.).

### 11. NEXT MEETING

The next PIPRC Meeting was scheduled for Thursday, April 21, 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**