

PENDER ISLANDS PARKS & RECREATION COMMISSION (PIPRC)
Minutes of Monthly Meeting
Thursday, May 19, 2011 (9:15 am)
Community Hall Lounge, North Pender Island

Present: Arn Berry, John Chapman, Colin McLarty, Ken Hancock, Peter Clarke, Margaret Alpen, Jim Pugh, Zorah Staar (Recorder), and Ethan Smith (PIPRC Contractor, present until after Maintenance Report)

Regrets: Pete Williams, Michael Symons

Public: None

1. CALL TO ORDER

Chair Arn Berry called the meeting to order at approximately 9:17 am.

2. PUBLIC DELEGATIONS

None

3. APPROVAL OF AGENDA

Because a Commissioner and the PIPRC Contractor had to leave before the end of the meeting, the agenda was amended to add the following priority/other items after the Maintenance Report: Bull Frogs, Recreation Funding Subcommittee, Disk Park Signage, MAP Shingle Bay Possibility, and South Pender OCP.

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

4. APPROVAL OF MINUTES

MOTION: Moved by Margaret Alpen, seconded by John Chapman, to approve the April 21, 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:

- at Enchanted Forest, re-routing of waterfall trail completed, another 160 feet of boardwalk installed, and surveyor found critical post re: proposed additional trail entrance off Spalding Road,
- unfortunately, proposed entrance appeared to be on an extended portion of Poet`s Cove property, so a right-of-way would be required for a new entrance;
- at Magic Lake Swim Hole, dock rebuilt as planned, and middle barrier post now re-secured with welding and a lock (to prevent people driving on dam);

- Smith did major broom pull at Abbott Park, and he'd like to organize one on George Hill next year (Zorah Staar said PIPRC had done this in the past);
- Peter Cove North staircase did not appear to need a rebuild at this time;
- upcoming priorities for PIPRC Contractors/Subcontractors included spring trimming everywhere, building another 300 feet or so of boardwalks from materials now purchased, and installing those boardwalks at Capstan Lane.

Regarding a new PIPRC storage shed, Ken Hancock had made further inquiries on the proposed location next to the Ball Park parking lot. Instead of beginning by requesting the required rezoning, Hancock said another option was to request a less expensive 3-year Temporary Use Permit (TUP), which could be renewed once and then potentially lead to a rezoning in future. Contractor Smith said that the type of pre-fabricated shed he'd found could be taken apart and moved if necessary. A TUP application would involve a notice being sent to adjacent neighbours, and the PIPRC would also send a letter. There was general support for inquiring with the Islands Trust about the first steps to pursue the TUP option, which Chair Arn Berry said he would do and then report back. Contractor Smith also suggested that there be a field trip to consider the best shed placement

6. CORRESPONDENCE

6.1 Peter Cove South Ocean Access

The PIPRC discussed emails of concern from two Trincomali residents about apparent continued motor vehicle use of the Peter Cove South Ocean Access to launch boats. This was despite the metal PIPRC sign which had now been installed there, confirming that motor vehicle access was illegal pursuant to a CRD Bylaw. The recent correspondence was in addition to past expressions of opposition from other local residents.

MOTION: Moved by Ken Hancock, seconded by Margaret Alpen, that the PIPRC request their Contractor to install a permanent barrier post at the Peter Cove South Ocean Access, to address neighbour concerns and prevent illegal motor vehicle access. **CARRIED**

6.2 Mortimer Spit Ocean Access

The PIPRC discussed a letter received from a property owner adjacent to the Mortimer Spit Ocean Access, who was requesting that two trees be cut down because branches from them could fall on his property during windstorm, or might fall on the Access in such a way as to block emergency evacuation. Contractor Smith said that the trees appeared to be straight and healthy.

MOTION: Moved by Colin McLarty, seconded by Margaret Alpen, that the PIPRC direct the Chair to write a letter to an adjacent landowner of the Mortimer Spit Ocean Access, confirming that the PIPRC policy was not to remove a tree at the request of a private landowner, unless the landowner obtained a professional arborist's opinion that the tree in question posed a danger. **CARRIED**

7. PRIORITY / OTHER ITEMS

7.1 Bull Frogs

PIPRC Commissioner Margaret Alpen passed on a request from the Farmers' Institute, that the PIPRC make a small funding contribution towards a plan to hire specialized contractors to remove bull frogs from 12 private North Pender ponds. There was general agreement that while the PIPRC might support in principle some action on the invasive bull frog problem, it could not fund an initiative like this that did not involve any park property.

7.2 Recreation Funding Subcommittee

Margaret Alpen said that she was going to change the date on the Recreation Funding application and print copies to be available at the usual places. There were existing criteria for considering applications (e.g. in the PIPRC Commissioners' Handbook), when it came time to do this later in the summer. There was also a perceived need for agreement on some additional criteria (e.g. was it acceptable for an applicant to provide the purchased recreation services from their home?). In addition, concerns were expressed about funding some private lesson providers but not others, and about the dividing line between arts and recreation activities. There was general agreement that Margaret Alpen, John Chapman, and potentially Michael Symons (if available) would meet as a Recreation Subcommittee, to review the existing funding criteria and then report back.

7.3 Fall Fair Committee

Margaret Alpen said she was organizing community group displays on behalf of the Fall Fair Committee. It was confirmed that the PIPRC would like to have a display as usual. Alpen was now to meet with John Chapman, to go through the available materials, consider what else should be prepared (e.g. a banners, name tags), and then report back.

7.4 Disk Park Signage

There was general agreement in support of installing 2 or 3 green signs (as permitted by the Ministry of Transportation & Infrastructure) to provide directions to the Disk Park. This could include one at Fire Hall #2, another on Privateers, and another at the next turn off. The former local MOTI person had retired, and Ken Hancock said he could make further inquiries, but first it made sense to use the CRD Atlas to map the proposed locations for the signs. Jim Pugh and John Chapman said that they would follow up.

7.5 MAP Shingle Bay Possibility

John Chapman reported on a property between Shingle Bay and South Otter Bay Road which was now for sale, and which Moving Around Pender

had discussed as a potential location for a useful walking trail. It was suggested that this issue could be brought up by MAP with Parks Canada.

7.6 South Pender Island Official Community Plan

John Chapman reported on the South Pender OCP Review which was ongoing, and emphasized the importance of forward-thinking input from PIPRC. The PIPRC Master Plan mapped out the subdividable Pender properties that could lead to proposed park dedications. John Chapman said that there should be a similar map in the South Pender OCP, and he had other suggestions about forward park and trail planning. Meanwhile Arn Berry noted that in 2012, it would be time for the PIPRC to start reviewing its own Master Plan. It was also noted that the South Pender Trustees might be asked to add an OCP provision preventing cash in lieu of park dedication (as on North Pender). Hancock asked Chapman to check with the South Pender Local Trustees to find out when the OCP would be officially referred to the PIPRC, and to obtain copies for PIPRC Commissioners.

7.7 Occupiers Liability Act

Arn Berry had circulated a link regarding the complexity of applying the Occupiers Liability Act. John Chapman said that he would like to be able to tell landowners adjacent to parks that the Act “covered them” or gave them “tools to protect themselves” (unless they’d created an obvious hazard), and that they should check out the applicable provisions. Berry said that even to say this was not advisable, because the legal implications depended on the particular situation. Ken Hancock said that PIPRC should mark trails that led onto private property so as not to encourage trespass (e.g. “end of trail”), but the Commission was not responsible for marking all private property boundaries, or for people who chose to trespass. For landowners considering giving a right-of-way for a trail, Peter Clarke would like to be able to affirm to them that this in itself did not affect the principles of liability applied. Arn Berry said that this might be a fair statement, but on the other hand a right-of-way did increase the potential likelihood of liability, because of increased public use. Ken Hancock said that he planned to check with CRD Real Estate about a particular property where a landowner was currently considering a right-of-way agreement for a trail.

8. IN CAMERA ITEMS

MOTION: Moved by Peter Clarke, seconded by Colin McLarty, 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 Colin McLarty, 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)

Chair Berry reported as follows: that earlier this month, there had been a small field trip to the Hunt property watershed; that on June 2, CRD Regional Parks staff would be meeting PIPRC Commissioners from 10:00 to 11:30 am, and then there was a public meeting in the afternoon; and that the purpose was discussion of the draft CRD Regional Parks Strategic Plan. Ken Hancock noted that the Regional Parks mandate was focused on environmental protection (as opposed to the local/PIPRC parks mandate to focus on community parks and recreation). The only CRD Regional Park on Pender was Brooks Point.

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

Ken Hancock said that there was still some possibility of the South Pender Church property coming into Parks hands (because of a subdivision application). Some concern was expressed about taking over a building. John Chapman said that there was an upcoming meeting on the subject.

9.3 Financial Report & Recreation Funding Issues

PIPRC volunteer bookkeeper Angie Gray had emailed out the latest CRD financial statements for the Parks and Recreation budgets. There was approximately 81% of this year's Parks budget still remaining, and about 96% of the Recreation budget. In addition, Pete Williams planned to review the 2011 PIPRC budget with Commissioners in the future.

9.4 Recreation Funding Report

See 7.2 above. In addition, it was noted that Sheena Fulop would no longer be allowed to teach swimming at Poet's Cove during July and August, but instead would be at Otter Bay. She had sent in a revised version of her Recreation funding application (deferred from last year).

MOTION: Moved by Margaret Alpen, seconded by Ken Hancock, that the PIPRC rescind the motion of the April 21, 2011 regarding funding for swimming lessons by Sheena Fulop. **CARRIED**

MOTION: Moved by Margaret Alpen, seconded by Jim Pugh, that the PIPRC approve Recreation funding for children's swimming lessons by Sheena Fulop, specifically to pay related pool costs to a maximum of \$1,000 (subject to receipts being provided). **CARRIED**

It was further proposed that the Recreation funding criteria require proposals to be crystallized at the time of application. In terms of records, Margaret Alpen said that she planned to obtain all of the application files from Angie Gray and put them at the PIPRC's office at the Driftwood Centre.

9.5 Communications Report

Arn Berry said that he and Contractor Ethan Smith intended to split the June Pender Post article (due May 20). Then Peter Clarke was going to write the July article (due June 20).

9.6 Volunteer Coordinator's Report

John Chapman said that he had passed on the Trail Guardian volunteer files to Michael Symons, who still needed the webmail address. Margaret Alpen and Arn Berry had both recently checked the PIPRC email and forwarded some trail reports to the PIPRC Contractor (which reports should be forwarded to Michael Symons as well).

10. NEW / OTHER BUSINESS

See item 7 above.

11. NEXT MEETING

The next PIPRC Meeting was scheduled for Thursday, June 16, 2011 (9:15 am, Community Hall Lounge).

12. ADJOURNMENT

MOTION: Moved by Ken Hancock, that the meeting be adjourned at approximately 12:21 pm. **CARRIED**