

PENDER ISLANDS PARKS & RECREATION COMMISSION (PIPRC)
Minutes of Monthly Meeting
Thursday, July 21, 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, Michael Symons, Pete Williams, Zorah Staar (Recorder), and Ethan Smith (PIPRC Contractor)

Regrets: none

Public: Kim Brown, Jon Meredith and Keith Pincott

1. CALL TO ORDER

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

2. APPROVAL OF AGENDA

The proposed agenda was amended to add correspondence from Sara Steil, the Heart Trail, the Bosun/Galleon Trail, and PIPRC trail maps.

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

3. PUBLIC DELEGATIONS

Kim Brown and Jon Meredith presented a proposal for PIPRC consideration – to have a Parcours Path (Fitness Trail) at a PIPRC location (if deemed appropriate). Parcours consisted of a path with exercise stations (typically 18 – 20). The stations could include natural features (e.g. climbable rocks) and manufactured items like chin-up bars. Brown hadn't yet considered which Pender locations might have potential for a Parcours Path, and she was simply proposing the idea to see if the PIPRC chose to explore it. Some PIPRC Commissioners expressed support for doing this, and discussed possible locations such as the Walker Trail, Thieves Bay, Danny Martin Ball Park, and the road allowance behind Einers Hill.

Chair Arn Berry told Kim Brown and Jon Meredith that the PIPRC had a very full agenda today, but the Commission would discuss the Parcours Path at a future meeting and then respond. In the meantime, Brown might choose to check out and suggest particular PIPRC sites. Brown and Meredith then left the meeting.

4. APPROVAL OF MINUTES

MOTION: Moved by Margaret Alpen, seconded by John Chapman, that the June 16, 2011 PIPRC minutes be approved as presented.
CARRIED

5. MAINTENANCE REPORT & DISCUSSIONS

Contractor Ethan Smith had emailed out a detailed Maintenance Report, and he began by commenting as follows: that a few days ago, he'd protected the closed wetland portion of the Bosun/Galleon Trail by installing a sign on a 4 X 4 post set in concrete, and making a barrier of logs joined together by spikes. Then as of yesterday, Jim Pugh said that the sign and barrier had been ripped aside by an unknown person. This had occurred previously with less sturdy signs and barriers.

PIPRC Commissioners considered this latest act of vandalism to be quite serious, and they agreed as follows: that Chair Arn Berry would call the RCMP to initiate a criminal investigation; that Contractor Smith would photograph the site and make it safe, without re-installing the barrier for the time being; that the vandalism would be discussed in the Commission's next Pender Post article (and possibly on the Pender Island Web blog or the community cable TV channel), with a request to the community to help; and that further discussions would occur at the next PIPRC meeting.

Contractor Smith then made additional comments about his Maintenance Report and/or there was PIPRC discussion as follows:

- boardwalk installation ongoing (currently in Capstan Park);
- re: Shingle Bay Kayak Ramp, Smith supported private contractor's recommendation to remedy erosion problem using culvert installation and shale reinforcement (PIPRC reviewed alternatives, and agreed to continue discussion after a cost estimate was obtained, and after Ken Hancock checked if other government permissions were required for the proposed work);
- Smith was ready to begin installing storage shed at Ball Park (PIPRC agreed that Chair Berry should start Temporary Use Permit application to Islands Trust, which would involve notices to adjacent landowners by Trust and PIPRC);
- re: Higgs Road camping, general agreement to put a PIPRC 4-part sign there ("no camping, etc.), as well as at some additional locations (e.g. Disk Park).

Ethan Smith then left the meeting.

6. CORRESPONDENCE

6.1 Letter from Islands Trust Fund approving Enchanted Forest Trail Relocation

The Islands Trust Fund had written to formally approve the Enchanted Forest partial trail relocation (out of a wetland area).

6.2 Letter from Sara Steil re: Invasive Bullfrogs

Sara Steil had responded to PIPRC confirmation that it could not fund bullfrog eradication in private ponds. Margaret Alpen said that the Farmer's Institute was using their initial monies raised to begin bullfrog removal in the worst spots, and they invited people to report any sightings to them.

7. PRIORITY ITEMS

7.1 Shingle Bay Outhouse

Additional info had been obtained about the Shingle Bay outhouse tank, which could be filling up for various reasons. There was general PIPRC agreement to wait for the water table to go down in summer, and then pump out the tank and consider further steps (e.g. excavation).

7.2 Capstan Lane Tree Removal Request

There had been a field trip to the tree on the Capstan Trail which an adjacent landowner was asking be removed. The PIPRC Commissioners who spoke said that this appeared to be a large, healthy, leaning Douglas Fir, the top of which might some day fall onto the vacant edge of a private property.

MOTION: Moved by Pete Williams, seconded by John Chapman, that the PIPRC send a letter to the private landowner who had requested removal of a tree from Capstan Trail, confirming the PIPRC policy (not to remove such trees without an obvious danger or the landowner providing an arborist's report), and that no action was deemed necessary. **CARRIED**

8. IN CAMERA ITEMS

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

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

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

Note: During the In Camera portion of the meeting, there was discussion of two property matters involving proposed trails.

9. REPORTS

9.1 Financial Report

PIPRC volunteer bookkeeper Angie Gray had emailed out the latest CRD financial statements. Chair Berry confirmed that he had followed up with the CRD, to answer a question about last month's financial statements. In addition, Pete Williams had drafted PIPRC budget estimates for 2012, which had to be submitted to the CRD in August of each year (although this could wait until after the August PIPRC meeting if necessary). Williams first reviewed the proposed Capital Budget for 2012 to 2016. This included agreed PIPRC capital projects not yet completed, and also generic funds

set aside for future park/trail development, staircase and boardwalk work, and park/trail dedication from subdivision (about \$25,000 per year). There would still be flexibility throughout the year, for the PIPRC to specifically allocate funds to particular projects (by individual motion).

MOTION: Moved by Margaret Alpen, seconded by Peter Clarke, that the PIPRC adopt the 5-year Capital Budget as drafted. **CARRIED**

Williams had also drafted a 2012 Parks Operating Budget (for submission to the CRD). This was essentially the same as the 2011 budget, except that \$35,000 was shifted from the "Parks Maintenance" budget line to the "Contract for Services" line. This was to show more transparently what amount was paid by the PIPRC to its contractors for parks and trail services.

MOTION: Moved by Michael Symons, seconded by Pete Williams, that the PIPRC adopt the 2012 Parks Operating Budget as drafted.
CARRIED

Arn Berry thanked Williams for his useful budget work and report. The finalized capital and operating budgets would be emailed to PIPRC Commissioners for their information.

9.2 Chair's Report (Arn Berry)

Re: the new PIPRC storage shed, see 5. Above. Re: the Shingle Creek Watershed Working Group, Berry reported that there was a June meeting, and now there was going to be a fundraising event, and a display at the Fall Fair (in cooperation with the Pender Islands Conservancy Association). Ken Hancock added that there would be a large-scale map of the Shingle Creek Watershed property displayed at the Fall Fair, along with brochures. Margaret Alpen and John Chapman would work together to integrate this display with the adjacent PIPRC display.

9.3 CRD Director's Report (Ken Hancock)

Ken Hancock invited everyone to the July 31 Bocci Tournament fundraiser for the Brooks Point completion project (being hosted by Tekla and Bill Deverell at the Karl Hamson property – request an invitation by email).

9.4 Recreation Funding Report

Margaret Alpen confirmed this year's September 30 deadline for Recreation funding applications. Blank forms were now in the PIPRC folder in the Community Box and available at www.crd.bc.ca/penderparks/, and the upcoming Pender Post article would invite applications. It was also agreed that a committee of Margaret Alpen, Michael Symons, and John Chapman would meet to develop suggestions about criteria for Recreation funding which appeared to need a bit more clarity (e.g. on the issue of whether Recreation programs could be provided out of private homes). The committee would then report back to the PIPRC for further consideration.

9.5 Communications Report

Margaret Alpen confirmed that she had submitted the Pender Post article for August, and that the PIPRC website had now been “cleaned up” to update names and references.

Regarding the PIPRC trail map, John Chapman suggested that it be available for downloading on the PIPRC website. It was agreed that this was a good idea (to be followed up with the CRD webdesk). Chapman also noted that the paper copies of the trail map were running low. It was agreed to immediately order 1500 more copies from the CRD print shop.

Finally, Margaret Alpen offered to help make sure that the box outside the PIPRC office was usually stocked with trail maps, and Michael Symons said that he would write the Pender Post article for September (with a focus on recruiting trail inspection volunteers, and also the vandalism at the Bosun/Galleon Trail).

9.6 Volunteer Coordinator’s Report

Michael Symons said that he planned to develop a spreadsheet to track volunteer reports about which PIPRC sites had been regularly inspected (and which still required inspection). Ken Hancock said that the key was supporting volunteers and making the Volunteer Coordinator’s job easier.

John Chapman reported that PICA was in favour of their beach inspection volunteers also potentially reporting to the PIPRC (if they chose) about the state of adjacent ocean accesses. However, PICA wanted to contact the volunteers themselves. It was agreed that Michael Symons would send Amanda Griesbach of PICA a description of what PIPRC trail volunteers were asked to do.

10. NEW / OTHER BUSINESS

10.1 South Pender Island Official Community Plan Review

John Chapman had emailed out information about the revised draft South Pender Official Community Plan, which was going to final Public Hearing on July 23. PIPRC Commissioners supported the revision to require a park dedication upon subdivision, instead of cash-in-lieu. Chapman circulated his own list of proposed OCP amendments, which it was suggested be submitted individually to the South Pender Local Trust Committee (i.e. there was not a PIPRC consensus in support). It was also agreed that PIPRC Chair Berry would respond to the South Pender OCP referral by recommending approval for the reasons outlined below (see motion).

MOTION: Moved by Peter Clarke, seconded by Michael Symons, that the PIPRC supports provision 3.7.2.f of draft 5 of the revised

South Pender Island Official Community Plan, governing park dedications at the time of subdivision. **CARRIED**

10.2 Higgs Road Camping & Signage

It was reported that some people had recently been camping at the Higgs Road Ocean Access, which was not permitted at PIPRC sites. It was agreed that one of the PIPRC's 4-part metal signs ("no camping, no fires, etc.) should be placed at Higgs Road (and also at Disk Park as requested by Jim Pugh, with 10 more of such signs to be ordered by Colin McLarty from the PIPRC's sign supplier). McLarty confirmed that he had already called the supplier about ordering "no garbage" signs for PIPRC outhouses, and he was waiting to hear back.

11. NEXT MEETING

The next PIPRC Meeting was scheduled for Thursday, August 18, 2011 (9:15 am, Community Hall Lounge).

12. ADJOURNMENT

The meeting was adjourned by consensus at approximately 12:55 pm.