

**PENDER ISLANDS PARKS & RECREATION COMMISSION (PIPRC)**  
**Minutes of Monthly Meeting**  
**Thursday, August 18, 2011 (9:15 am)**  
**Community Hall Lounge, North Pender Island**

**Present:** Arn Berry, John Chapman, Colin McLarty, Peter Clarke, Margaret Alpen, Jim Pugh, Michael Symons, and Zorah Staar (Recorder)

**Regrets:** Ken Hancock, Pete Williams

**Public:** 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 the Bosun/Galleon Trail, the Heart Trail, correspondence from Sara Steil, and PIPRC trail maps.

**MOTION:** Moved by Michael Symons, seconded by Margaret Alpen, that the proposed agenda be approved as amended. **CARRIED**

**3. APPROVAL OF MINUTES**

**MOTION:** Moved by Peter Clarke, seconded by Michael Symons, that the July 21, 2011 PIPRC minutes be approved. **CARRIED**

**4. MAINTENANCE REPORT & DISCUSSIONS**

Contractor Ethan Smith was not able to attend the meeting, but he had emailed out a detailed Maintenance Report. There was discussion of various issues.

Re: the Bosun/Galleon Trail ongoing vandalism to trail diversion signs/barriers, Arn Berry said that the RCMP had viewed the latest damage and opened a file. Replacing the signs and other efforts to protect the wetland would continue. It was agreed to invite neighbours to contact the PIPRC or the RCMP with any information about who might be responsible for the repeated damage. Peter Clarke said that he would draft a related letter, which Zorah Staar could deliver.

**MOTION:** Moved by John Chapman, seconded by Michael Symons, that the PIPRC send a mailing to the 20 or 25 houses nearest the site of the Bosun/Galleon Trail vandalism, explaining the PIPRC position and asking for assistance with this situation. **CARRIED**

Re: the Shingle Bay Swing Set recent repairs, it was agreed to ask Contractor Smith to identify the root cause so that this situation would not recur.

Re: the Shingle Bay Outhouse, Arn Berry said that the pump-out truck was expected in the coming week, and that Contractor Smith was to follow up.

Re: the Shingle Bay Kayak Ramp, the proposal in the Maintenance Report was generally supported, subject to a request that the suggested culvert be oversized (out of caution, in case water run-off increases even further).

**MOTION:** Moved by John Chapman, seconded by Margaret Alpen, that provided there are no legal or other impediments, the PIPRC approve the expenditure of up to \$2,000 for the remediation of the Shingle Bay Kayak Ramp, as proposed by the PIPRC Maintenance Contractor.

**CARRIED**

Re: the Oaks Bluff Trail, there appeared to have been some off-road bicycle use there, which was not legally permitted on PIPRC trails. It was agreed to ask Contractor Smith to move the “no bikes” sign further down, to be more noticeable (beside the 4-way sign about other activities not permitted at PIPRC sites).

Re: the Disk Park Parking Lot, it was agreed to ask Smith to look into raking up some of the larger rocks, and adding some road base for a smoother surface.

Re: the proposed Storage Shed near the Ball Park parking lot: Contractor Smith was working on obtaining plans that were acceptable to the CRD; John Chapman was going to try to obtain the legal description/PID from the Natural Areas Atlas; and Arn Berry was going to follow up with the Temporary Use Permit application when possible.

Re: the Heart Trail, a community member was confused about the trail route at a certain fork. Contractor Smith would be asked to speak with John Chapman about placing a log to remedy this confusion.

Re: the Sensitive Intertidal Area signs donated some time ago by the Education for the Protection of Sensitive Low Tide Areas Committee (Chair: Sara Steil), Margaret Alpen will check PIPRC records about the terms of this donation (re: cleaning, waterproofing, etc.) and then respond to Steil's correspondence. Also, the Intertidal sign at the Percival Cove Ocean Access had come loose.

Re: new signage, Colin McLarty said that he had left two messages for the PIPRC's most recent sign contractor, who might be off-island at the moment. This was for new outhouse signs about not dumping garbage, and also 10 more of the 4-part sign about activities not allowed at PIPRC sites. John Chapman and Jim Pugh had the name of another potential sign contractor (if required).

## 5. CORRESPONDENCE

None

## 6. PRIORITY ITEMS

None

## 7. IN CAMERA ITEMS

**MOTION:** Moved by Margaret Alpen, seconded by Peter Clarke, 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 Margaret Alpen, 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.

## 8. REPORTS

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

Re: the new PIPRC storage shed, see 4. above. Arn Berry added that the Gardom Pond Dam Safety Review was now underway, and stakeholder discussions were ongoing (with some dispute about one party's responsibility for costs).

### 8.2 CRD Director's Report (Ken Hancock)

Ken Hancock was not able to be present.

### 8.3 Treasurer/Financial Report

Volunteer Bookkeeper Angie Gray had emailed out the two most recent Parks and Recreation financial statements from the CRD. The Parks budget for 2011 was almost 60% spent, and the annual Recreation spending was to be decided in the fall (see below). Regarding the draft 2012 operating and capital budgets approved at the July meeting, it was assumed that Pete Williams was following up with the CRD.

### 8.4 Recreation Funding Report

Margaret Alpen first reported that the Ball Park License Agreement with the Pender Youth Sports Association appeared to need renewing. She would ask Pete Williams about this.

Alpen also 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/](http://www.crd.bc.ca/penderparks/). There had

been a few requests for applications thus far. A committee of Margaret Alpen, Michael Symons, and John Chapman planned to meet in September to review the existing CRD criteria for Recreation funding (in the PIPRC handbook?). The committee would consider where the criteria might need more clarity (e.g. on the issue of whether Recreation programs could be provided out of private homes), and then report back to the PIPRC.

## 8.5 Communications Report

The arrangements for the PIPRC's Fall Fair display were discussed, including the additional copies of the Trail Map now available, along with questionnaires, volunteer application forms, a PIPRC banner, nametags for Commissioners, etc. The display was to be set up on Friday afternoon and very early Saturday morning (cars offsite by 8 am). Margaret Alpen circulated a sign-up sheet of slots for Commissioners to be there.

Michael Symons was writing the Pender Post article for September (due August 20), and Peter Clarke agreed to write the article for October (due September 20).

## 8.6 Volunteer Coordinator's Report

Michael Symons had now developed a spreadsheet to track volunteer reports on PIPRC sites. There were only 4 Trail Volunteers registered at the moment, and Symons asked if volunteers were needed for all of the 79 PIPRC sites. There was general agreement that the sites with structures (staircases, boardwalks, swings, etc.) were of greatest importance for inspection by volunteers, and in addition those not already regularly visited by the PIPRC contractors. John Chapman still planned to follow-through with PICA re: some of their beach clean-up volunteers potentially reporting to the PIPRC about adjacent ocean accesses.

Symons suggested that PIPRC Volunteers be asked to visit their sites monthly and then report quarterly. The CRD had apparently said that quarterly reporting was sufficient, and PIPRC Commissioners thought this was sufficient as well. Symons also suggested that the website at [www.penderparks@crd.bc.ca](http://www.penderparks@crd.bc.ca) have an easy link to the CRD volunteer sign-up form (Margaret Alpen to follow up), and that in future the PIPRC use some of its volunteer appreciation budget for T-shirts or baseball caps to hand out. These suggestions were supported as well.

## 9. NEW / OTHER BUSINESS

### 9.1 Parcours Circuit Proposal

The PIPRC discussed Kim Brown's proposal at the July meeting, to have a Parcours exercise circuit (chin-up bars, etc.) installed at one or more PIPRC sites. Commissioners continued to support the idea, but the big issues were location and cost (because Parcours circuits could be very elaborate, or much simpler and more natural).

The two potential locations discussed were the Heart Trail, and also the undeveloped road allowance going in through thick forest beside the pharmacy, up near National Park lands, and then rejoining Bedwell Harbour Road near the boulder above Einer's Hill. This route was already being discussed by Moving Around Pender as a potential walking/cycling trail.

#### **10. NEXT MEETING**

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

#### **11. ADJOURNMENT**

**MOTION:** Moved by Peter Clarke, seconded by Michael Symons, to adjourn the meeting at approximately noon. **CARRIED**