

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

**Present:** Arn Berry, John Chapman, Colin McLarty, Peter Clarke, Jim Pugh, Michael Symons, Ken Hancock, David Howe, Ethan Smith (PIPRC Contractor), and Zorah Staar (PIPRC Recorder)

**Regrets:** Pete Williams, Margaret Alpen

**Public:** Sheena Fulop (briefly)

**1. CALL TO ORDER**

Chair Arn Berry called the meeting to order at approximately 9:15 am. There were introductions, including Ken Hancock (Southern Gulf Islands Electoral Area Director) introducing his new Alternate Director, David Howe.

**2. PUBLIC DELEGATIONS**

Swimming teacher Sheena Fulop presented the PIPRC with receipts totaling \$675, for amounts she'd paid to Poet's Cove and Otter Bay for pool rental for the purpose of children's swimming lessons (during the past summer). The PIPRC had previously agreed to provide Recreation funding to Fulop, in the form of pool rental fees of up to \$1,000. It was therefore agreed that the foregoing receipts should be passed on to Bookkeeper Angie Gray, for PIPRC reimbursement.

**3. APPROVAL OF AGENDA**

**MOTION:** Moved by Michael Symons, seconded by Colin McLarty, that the proposed agenda be approved. **CARRIED**

**4. APPROVAL OF MINUTES**

**MOTION:** Moved by Peter Clarke, seconded by John Chapman, that the August 18, 2011 PIPRC minutes be approved. **CARRIED**

**5. MAINTENANCE REPORT & DISCUSSIONS**

Contractor Ethan Smith had emailed out his monthly Maintenance Report, and he made additional comments and there was discussion as follows:

- another 170 feet of boardwalk installed in the remaining wet areas of Capstan Trail, which completed that job;
- Shingle Bay outhouse tank appeared to be unrepairable (see discussion below);

- massive old growth tree on Masthead Trail had fallen and taken down about 6 Alders with it, which had all now been cleared away and some repairs done;
- Smith would be willing to maintain, repair, or replace the sensitive intertidal area signs on some PIPRC ocean accesses, if he received direction on this (agreed that Margaret Alpen was asked to verify the terms under which these signs had been donated to PIPRC, and that Smith should wait for now);
- Shingle Bay Kayak Ramp was a priority to work on before the rains arrived, as long as there were no impediments to this (agreed that Smith would join Ken Hancock at next week's site visit with Andrea Pickard of the Islands Trust);
- re: new PIPRC storage shed, Smith was still having trouble getting the required plans signed by a BC engineer (with Ontario engineer not sufficient), but Smith would keep trying, and Arn Berry would initiate Temporary Use Permit application when possible.

Further re: the Shingle Bay Outhouse, further information had been received from Gulf Islands Septic and the local contractor who installed the outhouse tank, suggesting that the tank was cracked and unrepairable, but could possibly be left in place. The tank was filled with water (because of runoff/drainage issues), but no higher than grade, and there was no smell or other discernable impacts. However, PIPRC Commissioners expressed concerns, and Ken Hancock confirmed that if the tank was not performing as intended, then CRD policy required it to be removed. It was agreed that the outhouse was necessary for the site but in the wrong place (i.e. an extreme runoff area), and that a septic expert was needed to confirm the best new location and estimate the cost of moving the outhouse. Arn Berry said that he would follow up, and it was agreed to leave the outhouse in place for the time being.

## **6. CORRESPONDENCE**

### 6.1 Letter from Gulf Islands Septic re: Outhouses

Gulf Islands Septic had sent a letter saying that unless the PIPRC did something to stop so much garbage ending up in the tanks (including dog waste bags), then the company would either start charging a premium rate or would stop providing pump-outs. This situation was discussed at length. There was no consensus to add general PIPRC waste receptacles, because it was felt this would lead to even more garbage. It was agreed to keep trying to purchase new signs for all 7 outhouses (including 2 at the Disk Park), with the following wording: "DO NOT DUMP GARBAGE – IT MAKES PUMPOUT IMPOSSIBLE" (Colin McLarty to call Sharon Cuthbertson in this regard).

Ken Hancock also telephoned Pender Island Waste Management, and later in the meeting he learned from them that dog waste stations cost \$350, with installation about \$150, and waste removal \$10/month plus HST.

**MOTION:** Moved by Peter Clarke, seconded by Colin McLarty, that the PIPRC install dog waste stations at their high traffic areas (5 outhouses including Mortimer Spit), at an approximate cost of \$350 each, plus installation by the PIPRC Contractor, and to be serviced by a local private contractor. **CARRIED**

#### 6.2 Letter re: Thieves Bay

An adjacent landowner had sent a letter with complaints about Thieves Bay. The PIPRC had jurisdiction over the park and parking lot, whereas the Magic Lake Property Owners Society controlled the Marina and its roadway, including issues like whale-watching. The installation of a dog waste station would address one complaint. Some of the other concerns seemed unsubstantiated or not within PIPRC control.

**MOTION:** Moved by Ken Hancock, seconded by John Chapman, that the PIPRC direct its Contractor to investigate the maintenance issues at Thieves Bay that were within PIPRC responsibility, and then report back to the Commission. **CARRIED**

### 7. PRIORITY ITEMS

None

### 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 matters. **CARRIED**

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

**MOTION:** Moved by Michael Symons, seconded by Ken Hancock, 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 Chair's Report (Arn Berry)

Arn Berry discussed the October 13 Commonality Meeting on Galiano Island (for all Southern Gulf Islands Parks & Recreation Commissions). The agenda so far included invasive species, and it was suggested that outhouses and garbage be added. More suggestions were invited (along with confirmation of which PIPRC Commissioners were available to attend).

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

Ken Hancock did not have a specific report. John Chapman said that he had really appreciated the contribution of Alternate Director Jon Heaney, at the PIPRC meetings attended by him in Hancock's place.

### 9.3 Treasurer/Financial Report

Volunteer Bookkeeper Angie Gray had emailed out the two most recent Parks and Recreation financial statements from the CRD.

### 9.4 Recreation Funding Report

The deadline for Recreation funding applications was September 30, and some submissions had already been received. Margaret Alpen was not present but had sent an email confirming that the related PIPRC subcommittee was to meet shortly, to review Recreation funding guidelines and suggest further clarification if necessary. It was noted (for example), that arts activities were not considered "Recreation" unless they involved a participatory program (like an Art Camp).

### 9.5 Communications Report

Peter Clarke was going to write the Pender Post article for October (due September 20), and said that he could focus on garbage in outhouses. Arn Berry said that he would write the article for November (due October 20).

Regarding the PIPRC's Fall Fair display, there was discussion about how to engage more members of the public, including: having a more obvious display location; focusing on asking the public one question (e.g. which ocean access should be opened next?"); renting a table at a busy Saturday Farmers Market; having a Parks Day event. It was also noted that distributing the PIPRC Parks & Trails map was probably the most important thing to do at the Fall Fair, and that most people did not seem to want to engage in dialogue on that day.

### 9.6 Volunteer Coordinator's Report

Michael Symons said that Contractor Ethan Smith had provided him with a prioritized list of PIPRC sites requiring regular inspections, and Symons planned to match that up with available volunteers. There was general agreement to settle on the phrase "Trail Monitors" to refer to PIPRC volunteers who checked on trails.

## **10. NEW / OTHER BUSINESS**

### 10.1 Clam Bay Farm Concerns

The PIPRC had received correspondence from a Clam Bay Farm representative, with concerns about members of the public who used the

Found Road, Tracey Road, or Bricky Bay Ocean Accesses, and then sometimes walked up onto Clam Bay Farm private property if a high tide stopped them from continuing on the beach. PIPRC Commissioners responded that the PIPRC Trail Guide mentioned that walking between these ocean accesses required a low tide. The PIPRC could not be considered responsible for people who chose to walk from the public foreshore up onto private property. If landowners had a concern about this, they could choose to put "private" signs on their property.

However, what the PIPRC could do was to mention in the next Pender Post article that some beach walking between ocean accesses was only possible at low tides, and then include a similar note in the next revision of the PIPRC Parks & Trails map. It would be good if the Communications person (Margaret Alpen) could start a list of such revisions, which also included a few minor mistakes to correct.

In addition, the PIPRC staircase at Found Road was somewhat hard to find from the beach. It was suggested that the PIPRC Contractor consider a more obvious sign, or removal of overhanging tree branches.

#### 10.2 PIPRC Guide

The PIPRC had both a Parks & Trails map (with numbered sites and some basic information), and a longer Guide in the form of a booklet (with descriptions of each site and some pictures). The Guide had not been updated or reprinted for a number of years, and this was a job for which a volunteer was invited.

#### 10.3 Connery Road Subdivision

The Connery Road subdivision on South Pender involved a parks dedication (trail and ocean view) that had previously been agreed upon. The Islands Trust had apparently passed the matter on to the CRD. Ken Hancock said that he would check if final subdivision approval had occurred, in which case PIPRC work on the site could begin.

### 11. NEXT MEETING

The next PIPRC Meeting was scheduled for Thursday, October 20, 2011 (9:15 am, Community Hall Lounge).

### 12. ADJOURNMENT

**MOTION:** Moved by Michael Symons, seconded by Peter Clarke, to adjourn the meeting at approximately 12:18 pm. **CARRIED**