

PENDER ISLANDS PARKS & RECREATION COMMISSION (PIPRC)
Minutes of Monthly Meeting
Thursday, October 20, 2011 (9:15 am)
Community Hall Lounge, North Pender Island

Present: Arn Berry, John Chapman, Colin McLarty, Jim Pugh, Pete Williams, Margaret Alpen, Ken Hancock, David Howe, Michael Symons, Ethan Smith (PIPRC Contractor), and Zorah Staar (PIPRC Recorder)

Regrets: Peter Clarke

Public: none

1. CALL TO ORDER

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

2. APPROVAL OF AGENDA

The proposed agenda was amended, to add the issue of an upcoming PIPRC display to existing item 8.5 (Communications Report).

MOTION: Moved by Pete Williams, seconded by Ken Hancock, that the agenda be approved. **CARRIED**

3. APPROVAL OF MINUTES

MOTION: Moved by Margaret Alpen, seconded by Jim Pugh, that the September 15, 2011 PIPRC minutes be approved. **CARRIED**

4. MAINTENANCE REPORT & DISCUSSIONS

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

- most of Smith`s past month spent doing small repairs and seasonal trimming;
- at Bridges Park, someone stole a 200-foot rope put up to keep people back from unstable cliff edge (decided by PIPRC that Smith could try high-strength fishing line with orange streamers on it, or a better solution at his discretion);
- after recent PIPRC site visit to Shingle Bay Kayak Ramp, Islands Trust Planner Andrea Pickard said the siting was inconsistent with Best Management Practices, and any further work on the streamside to shore up the ramp would require a Water Act permit, riparian restrictions, and potentially a variance;
- Smith had arranged for Ryzuk Engineering to look at the Shingle Bay site (PIPRC decided that this was not useful, given the motion below);
- PIPRC acknowledged the past local desire for a kayak ramp at Shingle Bay, but due to major erosion and above restrictions, further work to protect the ramp was not feasible, and there were alternatives (Panda Bay, Thieves Bay);

MOTION: Moved by Ken Hancock, seconded by Colin McLarty, that in view of the applicable Riparian concerns and restrictions, the PIPRC has decided not to take any steps to shore up the Shingle Bay Kayak Ramp at this time, but rather to monitor it and remove it if this becomes necessary. **CARRIED**

- after recent site visit to proposed PIPRC Shed site (at edge of parking lot of Danny Martin Ball Park), Islands Trust Planner said that the CRD should be involved, and that a site plan based on a legal survey would be required in order to apply for a Temporary Use Permit (with a view to eventual rezoning);
- PIPRC wanted to install a metal prefab 23 x 10 work/storage shed (\$2,000), for which CRD Building required BC Engineer's stamp (another \$1,000), but this was still less expensive than estimated \$6,000 for a stick-frame building;
- suggested that PIPRC ask CRD Project Engineer (Malcolm Crowley) to do a site plan with best location for proposed PIPRC shed (given neighbours, above requirements, etc.), and to help with CRD and Islands Trust issues;
- Pete Williams agreed to take the shed plans to the CRD and follow up;

MOTION: Moved by John Chapman, seconded by Pete Williams, that the PIPRC seek the assistance of the CRD Project Engineer to proceed with locating and constructing the new PIPRC storage shed, in the parking lot of the Danny Martin Ball Park. **CARRIED**

- after recent site visit to the Thieves Bay bank erosion and overhang problem, Islands Trust Planner said PIPRC could take action on the undercut trees (e.g. by placing boulders in the affected area, to eliminate dangerous cavity);
- this would require use of a machine, which could probably not work on the beach without a Department of Fisheries & Oceans permit;
- it could be possible to remedy the situation by using a machine from the bank above, to push down on overhanging trees (check Green Shores website re: dealing with natural processes without harming the shoreline);
- PIPRC decided to have a Thieves Bay site visit on October 27 (10:00 am);
- further re: Thieves Bay letter from adjacent landowner, PIPRC was quite satisfied with follow-up action and report by Contractor Smith;
- re: request for new PIPRC signage (i.e. no garbage in toilets, and 4-part signs), Colin McLarty reported on quote from a local signmaker, and was requested also to obtain quotes from Photoprint in Victoria (another Pender resident) and Transign in Victoria (which gave a preferred rate to the CRD);
- further re: 4-part signs, suggested that red circles around nature and leave-no-trace icons be green or white instead, and that ocean symbol be emphasized;
- re: sensitive intertidal area signs from Department of Fisheries & Oceans, they were donated long ago to PIPRC (\$350 each?) with a request for regular cleaning and waxing, but now the signs were fading, degenerating, and becoming unuseable, and it was not felt to be PIPRC's role to replace them (e.g. given that the foreshore was not within PIPRC jurisdiction);
- decided that DFO signs should not be repaired or replaced, but rather retired as they came down or became unreadable (see motion below);

MOTION: Moved by Ken Hancock, seconded by Colin McLarty, that the PIPRC supports positive stewardship messages (as exemplified in our new 4-part signs), but the existing DFO intertidal signs are reaching the end of their service life, and the PIPRC will consider other signage options in future, for areas within its jurisdiction. **CARRIED**

- re: Connery Crescent park dedication to PIPRC, Ken Hancock was still following up about confirming the final plan of subdivision;
- re: Bosun/Galleon Trail vandalism, PIPRC letter requesting public assistance had been delivered to adjacent landowners, and input had been received from some community members who still wanted to walk on lower wetland trail when possible (PIPRC decided to discuss this issue further at their next meeting).
- Contractor Ethan Smith then left the meeting.

5. CORRESPONDENCE

5.1 Letter from Bill Kitchen re: Bosun/Galleon Trail (see above)

6. PRIORITY ITEMS

6.1 Recreation Budget for 2012

Pete Williams said that he needed a formal PIPRC motion to approve next year's Recreation budget (as previously discussed - copy provided). It was noted that there could ultimately be a 2011 Recreation surplus, which would affect the precise 2012 Recreation amount requisitioned from the CRD.

MOTION: Moved by Pete Williams, seconded by John Chapman, that the PIPRC approve the 2012 Recreation budget of \$52,000, as presented. **CARRIED**

6.2 Recreation Funding Allocations for 2011

It was confirmed that the 2011 Recreation funding available for the PIPRC to purchase Recreation services from the community was \$50,655.57 (\$51,467 minus some CRD costs, according to Ken Hancock). Margaret Alpen reported that a PIPRC subcommittee had recently met to review funding requests received by the September deadline. Alpen handed out a related list of suggested allocations (totaling \$49,253.29), and also two pages of CRD guidelines which the subcommittee had relied on.

Pete Williams confirmed that even though these Recreation amounts were to be allocated from 2011 PIPRC funds, the groups receiving them were expected to use the money to deliver services throughout 2012, until next fall's Recreation funding was available.

Then the PIPRC went through the list of suggested Recreation funding amounts to be paid, which included an amount to the school for the community's use of those facilities, an amount to support the Community

Hall, and amounts to purchase services from various community groups. The Film Group request for \$800 was tabled for further PIPRC discussion in future, being worthwhile but arguably of an entertainment nature (as had been mentioned in a previous letter to that group). The Parent Action Committee (PAC) request for \$500 (for a trip) was not approved, due to the small number of students who would benefit from it and other concerns.

MOTION: Moved by Margaret Alpen, seconded by John Chapman, that the PIPRC approve 2011 Recreation funding allocations of \$47,953.29, based on the list presented by the PIPRC Recreation subcommittee.

CARRIED

Note: School Trustee Pete Williams had absented himself from discussion of the PAC request. John Chapman, Colin McLarty, Jim Pugh, and Zorah Staar did not discuss the request by the Jazz Band (which they are part of).

The PIPRC agreed that since not all of the available Recreation funding had been allocated (\$2,702.28 remaining), they could still receive further applications and allocate the remaining amount in future if appropriate.

7. IN CAMERA ITEMS

MOTION: Moved by Michael Symons, seconded by Margaret Alpen, that the meeting be closed to the public for the purpose of approving In Camera Minutes and discussing property and legal matters.

CARRIED

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

MOTION: Moved by Pete Williams, 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 property matters involving three proposed PIPRC trail or park sites, and one existing PIPRC trail affected by legal issues.

8. REPORTS

Note: It was already 12:50 pm, so the time for remaining discussion was limited.

8.1 Chair's Report (Arn Berry)

The minutes of the October 13 Commonality Meeting on Galiano would be forthcoming (to be discussed at the next PIPRC meeting).

8.2 CRD Director's Report (Ken Hancock) - none

8.3 Treasurer/Financial Report

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

8.4 Recreation Funding Report

See item 6. above.

8.5 Communications Report

Margaret Alpen said that she would write the Pender Post article for December (due November 20). Alpen had also wanted to discuss a simple PIPRC display she planned to do [at the November 12, 2011 Pender Energy Action Day, about using PIPRC trails to get around on Pender instead of cars.]

8.6 Volunteer Coordinator's Report - none

9. NEW / OTHER BUSINESS

9.1 Roller Rink/Sports Court

The PIPRC was affected by a joint use agreement with the School Division, whereby facilities at the Roller Rink/Sports Court were shared with the community outside school hours. Some Pender parents were advocating for a grant application to support a skateboard park at that site. Ken Hancock said that the Roller Rink resurfacing (to be paid for by a Community Connections grant and some PIPRC funding) should be completed before any new grant applications were entertained. He also described how skateboard parks on two other islands had been disastrous.

9.2 PIPRC Re-appointments

Arn Berry confirmed that the PIPRC Commissioners whose terms were up shortly included himself, Colin McLarty, Michael Symons, Pete Williams, and John Chapman. The first four of these confirmed their willingness to be re-appointed (John Chapman – not yet confirmed). Pete Williams said he could continue but not attend every meeting. This was acceptable, given the very useful knowledge and assistance that Williams could offer.

10. NEXT MEETING

The next PIPRC Meeting was scheduled for Thursday, November 17, 2011 (9:15 am, Community Hall Lounge).

11. ADJOURNMENT

MOTION: Moved by Ken Hancock, seconded by Michael Symons, to adjourn the meeting at approximately 1:01 pm. **CARRIED**