

PENDER ISLANDS PARKS & RECREATION COMMISSION (PIPRC)
Minutes of Monthly Meeting
Thursday, January 26, 2011 (9:15 am)
Community Hall Lounge, North Pender Island

Present: Arn Berry, John Chapman, Colin McLarty, Margaret Alpen, Jim Pugh, Ken Hancock, Zorah Staar (PIPRC Recorder), and Ethan Smith (PIPRC Contractor, initially present)

Regrets: Peter Clarke, Pete Williams, Michael Symons

Public: Keith Pincott, Rob Southey

1. CALL TO ORDER & INTRODUCTIONS

While waiting for the expected people to arrive, Zorah Staar relayed the thanks of Fire Chief Charlie Boyte for the new 4-way PIPRC signs (which included a reminder not to start campfires at PIPRC sites). Then Chair Arn Berry called the meeting to order at approximately 9:25 am, and there were introductions.

2. APPROVAL OF AGENDA

MOTION: Moved by Ken Hancock, seconded by Margaret Alpen, that the proposed agenda be approved. **CARRIED**

3. APPROVAL OF MINUTES

MOTION: Moved by John Chapman, seconded by Jim Pugh, that the December 15, 2011 PIPRC minutes be approved as circulated.
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 past month spent doing small repairs (e.g. at Craddock, Lively Peak);
- New PIPRC Work & Storage Shed: Smith had emailed a proposed design and cost estimates to build a 10 x 20 foot, wood-frame shed (in 2 phases), which PIPRC supported as the most cost-effective, simplest option;
- cost was over \$10,000 for 2 phases, bids likely not required (check with CRD);
- Ken Hancock suggested asking CRD Project Engineer to help with Islands Trust Temporary Use Permit application (e.g. title certificate, covenant, plans);
- screening and other special requirements might apply; Ken Hancock would email out general TUP guide; agreed that Arn Berry and Ethan Smith would follow up with Islands Trust Planner, as per motion below;

MOTION: Moved by John Chapman, seconded by Margaret Alpen, that the PIPRC clarify whether additional bids were required to complete the proposed stick-frame storage and work shed, and that PIPRC representatives meet with the Islands Trust Planner to clarify the required steps for a Temporary Use Permit application in this case.

CARRIED

- Connery Crescent Viewpoint: Arn Berry, John Chapman and Ethan Smith had met with developer, Smith had finished building bench, posts and sign, and now he would start trail building next week;
- all proposed PIPRC structures and trail sections were within park dedication or road allowances as per the approved subdivision plan, and had been described to the developer/owner, who accepted this;
- "Dogi Pot" Dog Waste Stations: 5 ready to be installed, and PIPRC confirmed that this should be near outhouses at Thieves Bay, Disc Park, Magic Lake Swim Hole, Shingle Bay, and Mortimer Spit (this last one near 4-way sign);
- Speaking requests: agreed that Ethan Smith and Margaret Alpen would go speak to Pender Living Well group, about benefits of being out on trails;
- Masthead Crescent "island": this patch of greenery seemed to be on Ministry of Transportation property, and Smith would tell this to a concerned resident;
- List of Priority Projects: Smith had provided a list of his 24 PIPRC priority projects, which was received for information. Smith then left the meeting.

5. CORRESPONDENCE

5.1 Letter from Community Hall re: February 6, 2012 Meeting

An invitation had been received for Community Hall user groups to attend a meeting on February 6, to discuss the mandate and future of the Hall. This was in the context of recent apparent fee increases which had caused some groups to go elsewhere, but now the increases had been reversed or at least clarified as being less. Ken Hancock said that he would make some inquiries about this, and Margaret Alpen and/or John Chapman would try to attend the February 6 meeting.

6. PRIORITY ITEMS

6.1 Commission Elections

Ken Hancock temporarily took the Chair and conducted 2012 elections for the positions of PIPRC Chair, Vice-Chair and Treasurer. After three calls for nominations in each case, Arn Berry was declared PIPRC Chair by acclamation, John Chapman was declared Vice-Chair by acclamation, and Margaret Alpen was declared Treasurer by acclamation. Alpen said that she would speak with Angie Gray and Pete Williams about taking over handling financial reports from the CRD, processing invoices, and forwarding them to the CRD for payment. All PIPRC Officers were thanked for their time and energy. There was agreement to give a gift of appreciation to departing volunteer PIPRC bookkeeper Angie Gray.

7. IN CAMERA ITEMS

MOTION: Moved by Margaret Alpen, seconded by Ken Hancock, 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 re-open the meeting to the public. **CARRIED**

8. REPORTS

8.1 Chair's Report (Arn Berry) – None

8.2 CRD Director's Report (David Howe)

Ken Hancock (David Howe's Alternate) had nothing additional to report.

8.3 Treasurer/Financial Report

Volunteer Bookkeeper Angie Gray had emailed out the two most recent Parks and Recreation financial statements from the CRD (as of January 10, 2012). Arn Berry said that he would check with CRD staff about the precise amount of the 2011 surplus from the Parks budget, and also about using the remaining \$2,000 surplus in the Recreation budget for grant applications received in the near future.

8.4 Recreation Funding Report

See 8.3 above

8.5 Communications Report

Margaret Alpen had agreed to write the Pender Post article for February (due January 20, 2012). There was no volunteer to write the article due February 20. Arn Berry said that he might have time to write something.

8.6 Volunteer Coordinator's Report

None

9. NEW / OTHER BUSINESS

9.1 Broom Removal

John Chapman said that he was willing to help organize a PIPRC and PICA-sponsored Broom Bash at Lilias Spalding Park, Lively Peak, or another PIPRC area where invasive broom was overwhelming valuable indigenous plants. There was no objection to this, and also a reminder to ask participants to sign the CRD volunteer forms (for insurance purposes).

9.2 New PIPRC Signage

The revised 4-part and outhouse sign proofs which had been emailed out were supported by consensus.

MOTION: Moved by Arn Berry, seconded by John Chapman, that the PIPRC spend \$799.40 for ten 4-part and eight outhouse signs.
CARRIED

9.3 Commonality Meeting

The next Southern Gulf Islands Parks & Recreation Commission Commonality Meeting was to occur on Pender in April. It was agreed that Arn Berry would propose Tuesday, April 3 or Thursday, April 12 to the other Commissions, and ask for alternative dates and agenda suggestions. There was also some support for having the meeting at Poet's Cove, in which case some South Pender trail or park sites could be viewed.

9.4 PIPRC Meeting Venue

See also 5.1 above. It was noted that the Community Hall Lounge rental fees had increased. John Chapman provided information about the latest pricing. There was general agreement for the PIPRC to keep meeting in the Community Hall Lounge, unless further concerns arose.

9.5 Connery Crescent Trail

See 4. Maintenance Report above.

10. NEXT MEETING

The next PIPRC Meeting was scheduled for Thursday, February 16, 2012 (9:15 am, Community Hall Lounge).

11. ADJOURNMENT

MOTION: Moved by John Chapman, seconded by Jim Pugh, that the meeting be adjourned at approximately 12:10 pm. **CARRIED**