

**PENDER ISLANDS PARKS & RECREATION COMMISSION (PIPRC)**  
**Minutes of Monthly Meeting**  
**Thursday, May 17, 2012 (9:15 am)**  
**Community Hall Lounge, North Pender Island**

**Present:** John Chapman, Colin McLarty, Margaret Alpen, Jim Pugh, Peter Clarke, Michael Symons, Zorah Staar (PIPRC Recorder), with Ethan Smith (PIPRC Contractor) present for part of the meeting.

**Regrets:** Arn Berry, Pete Williams

**Public:** none

**1. CALL TO ORDER**

Vice-Chair John Chapman called the meeting to order at approximately 9:16 am.

**2. APPROVAL OF AGENDA**

The agenda was amended by consensus, to move the Maintenance Report before the In Camera session, and to add items for PIPRC Map Distribution and the PIPRC Asset List.

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

**3. APPROVAL OF MINUTES**

Page 3 of the April 19, 2012 Minutes was amended at item 9.1, fourth line, to replace "resting spot" with "viewpoint" (regarding the proposed Ainslie Point/Beaumont right-of-way trail).

**MOTION:** Moved by Ken Hancock, seconded by Peter Clarke, that the April 19, 2012 PIPRC minutes be approved. **CARRIED**

**4. MAINTENANCE REPORT & DISCUSSIONS**

Contractor Ethan Smith had emailed a Maintenance Report, which confirmed that seasonal trimming was in progress, Mortimer Spit had been graded to ameliorate potholes, the handrail at Niagara Road Ocean Access had now been replaced, and other requested sign work was to occur shortly.

Regarding the Enchanted Forest/Poet's Cove Trail, Smith had prepared an "end of trail" sign. It was agreed as follows: that Smith would place the sign at the natural viewpoint, about 8 feet from the property line and within the PIPRC licensed area; that there was no need for a barrier between this and the adjacent private property; and that the Chair was asked to speak with Poet's Cove about

their potential installation of a bench at the viewpoint (if the new license was conducive to this).

Regarding Thieves Bay Park, it had previously been suggested to try to stabilize the hazardous overhanging bank (by dumping and moving rock, using a Bobcat), but now it was felt that this could concern the province's Archaeological Branch and the federal Department of Fisheries & Oceans. The site was currently posted and barricaded. It was generally agreed that Ethan Smith would circulate Green Shores material (about natural alternatives to hardening the foreshore), and that PIPRC Commissioners should view the site, to discuss at the next meeting.

Regarding Shingle Bay, Contractor Smith said it appeared that the Blue Imp swing set purchased about 5 years ago would benefit from being stabilized by bolting on a cross-piece, and from extra welding where the swings attached. It was generally agreed that Smith would ask local metal expert George Hudson to look at the swing set, for advice about whether it should be modified or replaced.

Regarding Thieves Bay Park, Contractor Smith reported that the Butterburr had gone under the initial trench and was continuing to spread. It was noted that the PIPRC had a policy not to use herbicides or pesticides. Once the field was drier, the PIPRC supported using a Bobcat to dig a deeper trench, with a barrier (e.g. black plastic?) to prevent this extreme invasive from further taking over the park.

## 5. IN CAMERA SESSION

**MOTION:** Moved by Michael Symons, seconded by Peter Clarke, that the meeting be closed to the public for the purpose of approving In Camera Minutes and discussing property matters, and further that Contractor Ethan Smith remain present for the storage shed discussion. **CARRIED**

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

**MOTION:** Moved by Margaret Alpen, seconded by Michael Symons, that the In Camera Meeting be adjourned, and the PIPRC meeting re-opened to the public. **CARRIED**

It was reported that various property matters were discussed during the In Camera meeting, including the Peter Cove South Ocean Access.

**MOTION:** Moved by Michael Symons, seconded by Margaret Alpen, that the PIPRC ask their Contractor to move the sign and iron posts at the Peter Cove South Ocean Access 10 feet further down [so as to permit at least one vehicle to park on the access]. **CARRIED**

## 6. CORRESPONDENCE

None

## 7. PRIORITY ITEMS

None

## 8. REPORTS

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

Arn Berry was absent so Vice-Chair John Chapman passed on some information as follows: that Berry had attended a Gardom Dam meeting involving a CRD representative (who was now to assist with finding a solution); that the PIPRC's participation in the Earth Day beach clean-up was successful; that the private rock contractor was told he could not use Mortimer Spit; and that Berry and Chapman had done a well-received presentation to the Pender Newcomers.

### 8.2 CRD Director's Report (David Howe)

None

### 8.3 Treasurer/Financial Report

Margaret Alpen said that she had just emailed the latest CRD financial statements, and everything was looking fine. There had been some delays with CRD payment of PIPRC Contractors, so now Alpen was going to follow up with CRD and also obtain the forms for Direct Deposit to be arranged.

### 8.4 Recreation Report

A PIPRC subgroup led by Margaret Alpen was going to meet to develop recommendations on how the Recreation funding guidelines might be clarified.

### 8.5 Communications Report

Margaret Alpen was going to submit the Pender Post article for June (due May 20), and then John Chapman said that he would write the article for July (e.g. about how PIPRC trails were kept and used, and perhaps more personally about why he joined PIPRC). Ken Hancock said that the PIPRC had more of a public relations challenge than other Gulf Islands, because we had no big feature park which was a general community gathering place, and meanwhile we had over 70 trail and ocean access sites with potential for interface or conflict with private landowners. This was both a communications issue and a potential Master Plan issue (see 9.4 below).

### 8.6 Volunteer Coordinator's Report

Michael Symons had noticed that the CRD volunteer form which was to be used for our Trail Monitors referred to people having read a "Position

Description”, so now he had drafted such a Description, which the PIPRC supported.

## 9. NEW / OTHER BUSINESS

### 9.1 Oaks Bluff Broom

Michael Symons said that he had used climbing gear to remove old broom on the Oaks Bluff cliff. John Chapman agreed to help him remove some remaining broom further in.

### 9.2 Ainslie Point/Beaumont Right-of-Way

It was agreed that there would be a PIPRC site visit to the Ainslie Point/Beaumont Right-of-Way on Thursday, May 24 at 10:00 am.

### 9.3 Stanley Point Property Owners Association

A representative of the Stanley Point Property Owners Association had told Arn Berry they would like to donate money and volunteer time to install a nicer bench and possibly a table at the top of George Hill (together with some kind of plaque). There was potential PIPRC support for this proposal, as long as the PIPRC controlled the design and our Contractor was in charge of the project. John Chapman would now call the Stanley Point representative back, to tell them that we were going to ask our Contractor for a cost estimate, and to ask them what they had in mind for a plaque.

It was believed that the PIPRC had previously discussed the issue of memorial or dedicated benches or tables, but it was unknown if this was confirmed in PIPRC files (John Chapman said that he would check). It was suggested to include something like a “PIPRC Standing Policies” about such matters as an appendix to the Master Plan (see more below).

### 9.4 2013 PIPRC Master Plan Review

John Chapman circulated a summary of potential steps for the upcoming 5-year review of the PIPRC Master Plan. This was based on the process for the previous review by the Pender Islands Parks Commission. However, the major differences now were that the Pender Parks and Recreation functions had since been re-amalgamated, and that there had been a major Pender recreation needs survey conducted a couple of years ago.

In addition to considering input from the recreation survey, PIPRC comments about suggested process were as follows:

- key was to inform the community about status quo and also some potential Master Plan changes, and then obtain their input at the outset of the review;
- it should not happen that proposed Master Plan changes were a “done deal” when they were presented to the public – public opinion should form a real part of the final Master Plan;

- there was a licensed web tool called “survey monkey” which was being used by the Islands Trust, and this might be useful for the PIPRC to obtain input on public priorities (e.g. more trails? bigger park? environmental issues? etc.);
- on the other hand, doing surveys statistically was complex;
- other Gulf Islands Parks & Recreation Master Plans might provide some useful language and approaches for balancing priorities;
- previous Master Plan review led to community input requesting more ocean accesses and trails which were accessible to people with disabilities;
- there did not appear to be any PIPRC progress yet on this suggestion;
- at the same time, continuity had been broken when almost all of the former Parks Commission left at the time of amalgamation with Recreation;
- major Master Plan issues should be discussed by the whole PIPRC, and not just by a subcommittee;
- perhaps the way to start was to spend about 20 minutes of each PIPRC meeting on developing the review process and discussing key issues, which a subcommittee could then follow up on;
- it was agreed that there would be further discussion of the Master Plan Review process at the next PIPRC meeting.

#### 9.5 PIPRC Map Distribution

The PIPRC map distribution box outside the former Driftwood office had been removed and was no longer available. Michael Symons said that he would try to locate the box so that it could be put up near the new PIPRC office at Hope Bay. PIPRC could also ask about putting some maps at the CRD office and/or Pender Island Realty. In addition, Ken Hancock said that he would ask the new President of the Chamber of Commerce about placing some PIPRC maps at the info kiosk across from the TruValu, which had been paid for with a CRD grant-in-aid.

#### 9.6 PIPRC Asset List

John Chapman noted that the PIPRC Asset List (e.g. of benches, tables, staircases, etc.) once again needed to be updated and submitted to the CRD for insurance purposes. Chapman said that he would do the update with major input from Ethan Smith, and then circulate the document to PIPRC Commissioners by email.

### 10. NEXT MEETING

The next PIPRC Meeting was scheduled for Thursday, June 21, 2012 (9:15 am, Community Hall Lounge).

### 11. ADJOURNMENT

**MOTION:** Moved by Michal Symons, seconded by Ken Hancock, that the meeting be adjourned at 12:45 pm. **CARRIED**