

**PENDER ISLANDS PARKS & RECREATION COMMISSION (PIPRC)**  
**Minutes of Monthly Meeting**  
**Thursday, June 21, 2012 (9:15 am)**  
**Community Hall Lounge, North Pender Island**

**Present:** Arn Berry, John Chapman, Colin McLarty, Margaret Alpen, Peter Clarke, Pete Williams, Michael Symons, Zorah Staar (PIPRC Recorder), with Greg Lucas, (PIPRC Contractor) present for part of the meeting.

**Regrets:** Jim Pugh, David Howe

**Public:** none

**1. CALL TO ORDER**

Chair Arn Berry called the meeting to order at approximately 9:19 am.

**2. APPROVAL OF AGENDA**

The agenda was amended to move the Maintenance Report before the In Camera session.

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

**3. APPROVAL OF MINUTES**

**MOTION:** Moved by John Chapman, seconded by Peter Clarke, that the May 17, 2012 PIPRC minutes be approved. **CARRIED**

**4. MAINTENANCE REPORT & DISCUSSIONS**

Contractor Ethan Smith had emailed a Maintenance Report, and Contractor Greg Lucas was present to review it and answer questions. He commented and/or there was discussion as follows:

- maintenance work had been focusing on seasonal trimming;
- all 10 of the new PIPRC 4-part signs had been installed;
- at Enchanted Forest/Poet's Cove Viewpoint, end-of-trail sign repositioned;
- at Heart Trail Extension, unknown person removed directional sign near CRD works yard (agreed that Contractor will replace and secure with screws);
- establishing new PIPRC storage shed was still a priority, with CRD needing PIPRC to move from their works yard (to be discussed In Camera today);
- re: Shingle Bay Swingset, George Hudson provided a design and quote to improve it (general PIPRC agreement for this work to proceed as proposed);
- re: Thieves Bay Undercut Bank, it was fenced and secure right now, and trying to stabilize it with a machine could potentially cause damage to foreshore

- (general agreement to let nature take its course unless it became unsafe; Contractors would take pictures for next meeting, and look for changes);
- re: Thieves Bay Butterbur, deeper trench would be dug when machine available;
  - re: Thieves Bay & Shingle Bay picnic table pads, PIPRC Mowing Contractor said that these made his job more difficult (agreed that other PIPRC Contractors would weed-whip grass around picnic table legs as necessary);
  - re: Peter Cove South Ocean Access, it would be a lot of work to move the “no vehicle access” sign and post (PIPRC still supported doing this if possible, to create a spot to park, but Michael Symons would view site with Ethan Smith, and also contact Ministry of Transportation & Infrastructure re: road debris).

PIPRC Contractor Greg Lucas then left the meeting.

## 5. IN CAMERA SESSION

**MOTION:** Moved by John Chapman, seconded by Margaret Alpen, that the meeting be closed to the public for the purpose of approving In Camera Minutes and discussing property matters, and further that Recorder Zorah Staar present. **CARRIED**

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

**MOTION:** Moved by Pete Williams, seconded by Margaret Alpen, 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

## 6. CORRESPONDENCE

### 6.1 Elizabeth Kennedy Email dated May 18, 2012

Elizabeth Kennedy of Galiano Parks & Recreation had written to thank the PIPRC for a superbly arranged Parks & Recreation Commonality Meeting, including the much-appreciated guest speakers.

### 6.2 Environment Canada Letter dated May 17, 2012 re: Ecological Gift Status

Arn Berry had received a letter from Environment Canada, asking for an update on the “ecological gift” made by the federal government to the PIPRC (identified only by number). It was believed that this was the parcel of land next to Fawn Creek Park, acquired by the PIPRC a number of years ago through a Crown Grant application. John Chapman said that he would make further inquires and report back.

### 6.3 Letter from Karen Parker re: Youth Recreational Opportunities

Parent Karen Parker had written to recall the Recreational Needs Assessment of a few years ago, which had emphasized the need for more recreational opportunities for children and youth (especially those over age 10). Margaret Alpen said she would tell Parker that her input would be incorporated in the upcoming Master Plan review process, and also that she or anyone else was invited to submit applications for Recreation funding.

## 7. PRIORITY ITEMS

None

## 8. REPORTS

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

Arn Berry commented as follows: that a locked kayak had been stolen from Thieves Bay; that the Gardom Pond Dam issue was moving along slowly, with assistance from CRD staff re: completion of the Dam Safety Review; that the PIPRC was apparently paying as much as \$250/month for partial rental of the Hope Bay office, in which case why not meet there? Margaret Alpen said that she would gather more information on this and report back.

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

None

### 8.3 Treasurer/Financial Report

Margaret Alpen had emailed the latest CRD financial statements, and she said that the PIPRC was on track with spending. She had arranged direct deposit for payment of the Maintenance Contractors, and was asked to obtain the form to do the same for the PIPRC Recorder.

### 8.4 Recreation Report

Margaret Alpen said Sheena Fulop had written to say that Poet's Cove and Otter Bay were no longer allowing swimming lessons in their pools, so she was having trouble finding a place to teach this summer. Zorah Staar said that Fulop now appeared to have arranged swimming lessons at Browning pool, although it was unheated and could prove too cold.

### 8.5 Communications Report

The July Pender Post article had been submitted. Margaret Alpen agreed to prepare the August article (due by July 20). It would be good to talk about Recreation funding, i.e. what's been funded and inviting more applications.

### 8.6 Volunteer Coordinator's Report

Michael Symons said he'd decided that Trail Monitors should report either by email or snail mail, and it was unnecessary for them also to have the option of leaving reports in the PIPRC folder in the Community Box.

## 9. NEW / OTHER BUSINESS

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

Pictures had been circulated of the MOTI right away from Ainslie Point Road to Beaumont Marine Park. Colin McLarty said that it had beautiful giant boulders and some first growth, and was also a useful shortcut into the National Park (reaching to within 50 feet of the existing main trail).

**MOTION:** Moved by Michael Symons, seconded by Colin McLarty, that the PIPRC apply for a MOTI license of occupation on the right-of-way from Ainslie Point Road to Beaumont Marine Park, for future trail development. **CARRIED**

### 9.2 Next Commonality Meeting on Saturna Island

The Saturna Parks & Recreation Commission had proposed Wednesday, October 17 for the next Commonality Meeting. This date seemed acceptable for the moment.

### 9.3 Shore Accesses Setback Requirement

Elizabeth Kennedy of the Galiano Parks & Recreation Commission had asked about ocean setback requirements affecting park structures. It was suggested that she contact her local Islands Trust Planner.

### 9.4 Outhouse Pumping & Painting

The PIPRC Outhouse Contractor had suggested that it was time not only to have the outhouses pumped out, but also to paint three of them (for a fixed fee). There was general agreement to proceed with this as proposed. Pete Williams said that he knew of an alternative supplier re: odour control.

### 9.4 2013 PIPRC Master Plan Review

As a starting point, John Chapman circulated a chart of some potential issue areas for the Master Plan review. Commissioners were asked to review the chart and the Master Plan before the next meeting, and to bring their own suggestions for changes. A key goal of the review was to reflect the 2009 amalgamation of Parks and Recreation, and also the 2008 Recreational Needs Assessment, which had involved a consultant conducting outreach activities and a survey. This survey could be recent enough to be useful. Pete Williams would send John Chapman the Request for Proposal from the 2008 needs assessment/survey, and Chapman planned to speak with Moving Around Pender about their recent survey. The Master Plan review would also be moved earlier in the PIPRC agenda for next month.

#### 9.5 Stanley Point Property Owners Association

The Stanley Point Property Owners Association had sent a drawing of the table that they would like to build and install on George Hill. The PIPRC Contractor said that the design looked fine.

**MOTION:** Moved by Pete Williams, seconded by Michael Symons, that the PIPRC accept the Stanley Point Property Owners' concept and drawing for a table for George Hill, and let them proceed in coordination with the PIPRC Contractor. **CARRIED**

#### 9.6 PIPRC Trail Map Distribution

Margaret Alpen was still trying to find the PIPRC map holder from the Driftwood Centre. In addition, John Chapman said that he was going to ask Ken Hancock and also Ina Timmer of the Chamber of Commerce about placing PIPRC maps in the kiosk across from the Tru Value Store.

### 10. NEXT MEETING

The next PIPRC Meeting was scheduled for Thursday, July 19, 2012 (9:15 am, Community Hall Lounge).

### 11. ADJOURNMENT

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