

PENDER ISLANDS PARKS & RECREATION COMMISSION (PIPRC)
Minutes of Monthly Meeting
Thursday, July 19, 2012 (9:15 am)
Community Hall Lounge, North Pender Island

Present: Arn Berry, John Chapman, Colin McLarty, Margaret Alpen, Peter Clarke, Jim Pugh, David Howe, Zorah Staar (PIPRC Recorder),

Regrets: Pete Williams, Michael Symons

Public: none

1. CALL TO ORDER

Chair Arn Berry called the meeting to order at approximately 9:25 am.

2. APPROVAL OF AGENDA

The agenda was amended to add an item for a brief meeting with Tim Lywood and Darren Budnyk (current PIPRC Lawn Cutting Contractor).

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

3. APPROVAL OF MINUTES

MOTION: Moved by John Chapman, seconded by Margaret Alpen, that the June 21, 2012 PIPRC minutes be approved. **CARRIED**

4. MEETING WITH CONTRACTORS

Primary PIPRC Maintenance Contractor Ethan Smith had given notice to end his position by September (to work full-time for his other employer). PIPRC Grass Cutting Contractor Tim Lywood (of Reliable Property Maintenance) has a new partner, Darren Budnyk, who asked to attend the meeting to introduce himself. Lywood and Budnyk attended the meeting and expressed their interest in having Reliable Property Maintenance take on PIPRC general maintenance contracting as well. They were told that the position would be advertised and a process would be established to fill the position, and they would be welcome to apply.

Chair Arn Berry confirmed that the issue of replacing Ethan Smith would be discussed today during the In Camera portion of the meeting.

5. MAINTENANCE ISSUES

Regarding George Hill Trail, John Chapman said that some rope handrails were tied so tightly on the trees that there was an issue with cutting off their circulation. There were also some rebar pieces sticking up above the earthen steps.

Further re: George Hill, some Stanley Point property owners were concerned about their proposed new table attracting garbage. PIPRC Commissioners did not think that this would be any more of an issue than at other sites, and they noted how most community members respected the “pack in, pack out” principle.

6. PRIORITY ITEMS

6.1 PIPRC Master Plan Review

The 5-year review of the PIPRC Master Plan would now be a priority item on each agenda. John Chapman reported on survey options, and there was a discussion about the most useful and doable ways to elicit public opinion. The PIPRC had questionnaires about local parks issues at 3 previous Fall Fairs (about 40 completed in total), and also a 2008 Pender Recreation needs assessment report done by a consultant. The difficulty and costs of attempting a statistically significant survey were noted. There were also suggestions about having a PIPRC open house / public event with a fun aspect to attract people (e.g. free cinnamon rolls), to share information about what PIPRC does, and invite broad community feedback.

After discussion, there was general agreement that it was not necessary or advisable to conduct a formal public survey at this time. It was further agreed to start with a Pender Post article talking about the Master Plan review, and inviting community feedback on parks and recreation issues. John Chapman and Margaret Alpen would circulate a list of potential questions to the public for future advertising purposes, along with draft ads.

7. IN CAMERA SESSION

MOTION: Moved by Peter Clarke, seconded by Colin McLarty, that the meeting be closed to the public for the purpose of approving In Camera Minutes and discussing property and personnel matters, and further that Recorder Zorah Staar remain present. **CARRIED**

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

MOTION: Moved by Peter Clarke, seconded by John Chapman, that the In Camera Meeting be adjourned, and the PIPRC meeting re-opened to the public. **CARRIED**

It was reported that various property matters and one personnel matter were discussed during the In Camera meeting

8. CORRESPONDENCE

8.1 Environment Canada Letter of June 26, 2012 re: Ecological Gift

It had been confirmed that the Ecological Gift letter related to Ursula Poepel Park. John Chapman agreed to submit the required status report.

8.2 Magic Lake Swim Hole

There had been a letter complaining about dog excrement and the angle of the ladder at the Magic Lake Swim Hole. However, there appeared to be only goose excrement, and the ladder was a new and more robust one than previously. John Chapman said that he would respond to the complaint.

9. REPORTS

9.1 Chair's Report (Arn Berry)

Arn Berry said that a potential donor had offered to replace the old bench at Boat Nook with a new one (possibly plastic). It was agreed that Berry should tell the donor that PIPRC would require a wooden bench in an acceptable form (e.g. the new heavier design from Saturna that PIPRC had previously discussed – Colin McLarty to re-circulate pictures and check his notes). There was also support for having the benches made on Pender if possible.

9.2 CRD Director's Report (David Howe)

See In Camera Minutes.

9.3 Treasurer/Financial Report

Margaret Alpen said that she would forward the June financial statements shortly. Regarding the required PIPRC capital budget for the next 3 years (to be submitted to the CRD by August 17), it was suggested that Alpen ask Pete Williams for some assistance.

9.4 Recreation Report

Margaret Alpen said that she planned to put more Recreation funding applications in the Community Box, and that the August Pender Post would remind people to apply by the September deadline. With time passing, there was general agreement not to consider adding to the official funding guidelines, but rather just to consider the applications when they came in.

9.5 Communications Report

The August Pender Post article was being submitted by Margaret Alpen, and would now include the issue of seeking a new Maintenance Contractor (as per today's In Camera minutes). The September Pender Post article (to be submitted by August 20), would focus on the Master Plan Review, describing PIPRC responsibilities and inviting input on both Parks and Recreation issues.

9.6 Volunteer Coordinator's Report

None

10. NEW / OTHER BUSINESS

10.1 Ainslie Point/Beaumont Right-of-Way

Colin McLarty had left a message with the Ministry of Transportation & Infrastructure, about PIPRC obtaining a license of occupation for this new right-of-way between Ainslie Point Road and Beaumont Marine Park. A survey would also be required in future.

10.2 Enchanted Forest Private Function (July 26)

Margaret Alpen had circulated an application to use the Enchanted Forest Park for a small wedding on July 26, but some Commissioners hadn't received this email. Hearing no objections, Alpen had told the applicants that this use was acceptable, but it was noted that all Commissioners needed to be advised in future, and some functions might not be acceptable.

10.3 Mortimer Spit - Penducky Derby &

The PIPRC needed to receive a parks use application for the August 16 Penducky Derby library fundraiser at Mortimer Spit. There was no objection to this use, as long as the required insurance coverage was confirmed. Margaret Alpen would follow up.

In addition, there had been a complaint about a boat tethered to a chain at Mortimer Spit, which was alleged to be a tripping hazard. PIPRC had a license of occupation from the province to use the site as a park, but it was not believed that we had any control over people's boats on the foreshore. Arn Berry would check the documentation and follow up.

10.4 PIPRC Meeting Location

Margaret Alpen needed to leave the meeting, so it was still unknown what the PIPRC rental fee was for the Hope Bay office, and whether the PIPRC could use that space for meeting (in addition to file storage). Zorah Staar would email Alpen about follow up.

10.5 PIPRC Map Distribution

John Chapman reported that Ina Timmer of the Chamber of Commerce was trying to find out whether the PIPRC trail maps could go in the Driftwood kiosk. There was general agreement that John Chapman could draft a letter to the Chamber formally requesting this (to be circulated to the Commission)

10. NEXT MEETING

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

11. ADJOURNMENT

MOTION: Moved by Peter Clarke, seconded by Colin McLarty, that the meeting be adjourned at 12:28 pm. **CARRIED**