

PENDER ISLANDS PARKS & RECREATION COMMISSION (PIPRC)
Minutes of Monthly Meeting
Wednesday, July 18, 2013 (9:15 am)
Community Hall Lounge, North Pender Island

Present: Arn Berry, John Chapman, Colin McLarty, Jim Pugh, Michael Symons, Rob Fenton, Jim Stafford, David Howe, Ben Symons (PIPRC Maintenance Contractor, present initially) and Zorah Staar (PIPRC Recorder)

Regrets: Karen Parker

Public: none

1. CALL TO ORDER

Chair Arn Berry called the meeting to order at 9:20 am.

2. APPROVAL OF AGENDA

MOTION: Moved by Michael Symons, seconded by John Chapman, to approve the proposed agenda. **CARRIED**

3. APPROVAL OF MINUTES

The June 26, 2013 minutes were amended at page 2, item 5, Craddock/Gowlland Loop Trail, to replace the words "and will be remedied when work done" with "and will be addressed in future".

MOTION: Moved by Michael Symons, seconded by John Chapman, to approve the June 26, 2013 PIPRC minutes, as amended. **CARRIED**

4. MAINTENANCE REPORT & DISCUSSIONS

Chair Arn Berry reported that Sara Steil had asked if the PIPRC could do the annual trimming of the Gardom Pond overflow open grassy area (partly private and partly PIPRC property). This would take about 2 hours per year. Commissioners affirmed that the PIPRC was not assuming any responsibility in this regard, but as a courtesy would allow the PIPRC Maintenance Contractor to extend his trimming for the overflow open grassy area.

PIPRC Maintenance Contractor Ben Symons had emailed a Maintenance Report. He made comments and/or there was discussion as follows:

- Symons had done a fair amount of general trail cleanup this month, before power tool use became prohibited by fire restrictions;
- Signage: more signs had been installed, and others were being worked on (including remedying some painting issues);

- Thieves Bay: generally agreed to put one remaining table near the swing set and the other near the boat ramp parking circle (good for wheelchair access), and to use a oil/latex breathable stain on all the tables (green colour); also, ongoing Butter Burr mowing was supported; and bench that was falling apart could potentially be replaced with next bench donation (see below);
- Mount Elizabeth interpretive trail: agreed to remove sign #10 (slug warning!);
- Enchanted Forest: Islands Trust Fund (covenant) representative was enthusiastic about new proposed trail route;
- George Hill: adjacent landowner had helpfully confirmed park boundaries, and now new shortcut trail could take lower natural route (agreed to proceed);
- Magic Lake: 24 boats currently lying around grassy PIPRC area at end of lake; agreed that Symons would post “boat area” signs to limit sprawl, and tag boats left in fall (Colin McLarty also going to check out boat rack options);
- Niagara Road: existing parking on grassy roadside raised safety issues (fire and traffic); Symons had priced gravel for 2 new defined parking spots nearer to ocean access; someone had put up “no parking” signs there in the past; agreed that Michael Symons and Rob Fenton would attempt to speak with adjacent landowners; local Highways contractor (Mainroad) would also be asked whether they could do parking spot graveling for PIPRC;
- Lilias Spalding Heritage Park: Symons had done a very good job of mowing and clearing; agreed that he could also remove Fir growing out of shed ruins, and that now Park should be kept to standard of clearing that had occurred; pile of brush should be hauled down to depression in lower area, and then (when fire ban over) chip or chainsaw it to hasten breaking it down; further action (e.g. as per PIPRC site visit list) to be considered again in the fall;
- Prior Park Shed: recent PIPRC site visit had resulted in a list of actions to take, in order to make new Shed operational; Michael Symons was obtaining electrical estimates (see In Camera minutes); agreed that PIPRC would approve outside contracts (e.g. required for demolition as well), and then Ben Symons would liaise with contractors and also work on other tasks;
- Tilly Point: Symons was asked to remove PIPRC signs and structures from former ocean viewpoint, and to post “trail closed” sign.

Note: Contractor Ben Symons left the meeting at approximately 10:13 am

5. PRIORITY ITEMS

None

6. IN CAMERA ITEMS

MOTION: Moved by Rob Fenton, seconded by Michael Symons, that the meeting be closed to the public for the purpose of approving In
PIPRC MINUTES

Camera Minutes and discussing personnel and property matters, and further that PIPRC Recorder Zorah Staar remain present. **CARRIED**

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

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

It was reported that two property matters were discussed during the In Camera portion of the meeting. David Howe then left the meeting (at 11:50 am).

7. CORRESPONDENCE

7.1 June 18, 2013 Letter/Package from Environment Canada (re: Ecological Gifts Program)

Arn Berry said that the PIPRC had received material from Environment Canada about the Ecological Gifts Program. This involved the potential for landowners to donate an ecologically sensitive piece of land to a government body (such as the PIPRC) and receive a charitable tax receipt.

8. REPORTS

8.1 Chair's Report (Arn Berry) – None

8.2 Treasurer/Financial Report

Former PIPRC Commissioner Margaret Alpen had temporarily continued as volunteer bookkeeper for the PIPRC, until a replacement could be found. The June financial statements from the CRD had not yet been forwarded.

It was agreed by consensus that the PIPRC now needed to hire a bookkeeper. Assuming this was done, Rob Fenton said that he could volunteer as the required PIPRC Treasurer, and that he would contact Melody Pender about hiring a bookkeeper.

8.3 CRD Director Report – None

David Howe had needed to leave the meeting earlier.

8.4 Recreation Report

Margaret Alpen had previously chaired the Recreation sub-committee that handled the annual Recreation Funding application process. It was suggested that one or more of the new Commissioners might assist.

8.5 Communications Report

Rob Fenton had a technical difficulty that prevented his previous Pender Post submission, which he would now submit for August. New Commissioner Jim Stafford said that he could write an article for September (by the August 20 deadline).

8.6 Volunteer Coordinator Report - None

9. NEW / OTHER BUSINESS

9.1 Update on PIPRC 5-year Master Plan Review

The required 5-Year review of the PIPRC Master Plan had been in progress, with John Chapman doing a lot of the work. Now John needed assistance to obtain updated census figures for the Plan (Jim Stafford agreed to help), and to compile/write the new Recreation section (volunteer requested).

9.2 Special use request re: Disc Park

Arn Berry reported that the Tsawwassen Disc Golf Club had requested exclusive use of Disc Park for August 24-25, which was contrary to PIPRC policy and the use agreement with the Pender Youth Sports Association (i.e. even during tournaments, the public was not to be excluded from the Park).

MOTION: Moved by John Chapman, seconded by Michael Symons, that the PIPRC deny the request of the Tsawwassen Disc Golf Club for exclusive use of Disc Park, as it is intended for public use at all times.

CARRIED

9.3 Bench Designs

Jude Farmer (who recently made the Boat Nook bench based on a requested CRD design) had offered to make further benches for the PIPRC, provided he could have control over the design and materials. Arn Berry had received a call from a new person who wanted to donate funds, for a memorial bench at a PIPRC location. It was agreed that Michael Symons and Colin McLarty would meet with Jude Farmer about his proposed design.

9.4 North Peter Cove

The landowner whose relative had sanded and painted the PIPRC's North Peter Cove ocean access staircase (the same colour as the nearby house) now said that this was done because of a splinter in the railing. The owner also objected to the PIPRC "Public Access" sign on the staircase. PIPRC Commissioners agreed that with the sign making it clear that this was in fact a public access, the staircase did not need to be repainted at this time. They also agreed that due to extreme weather effects on ocean access staircases, the PIPRC Contractor should be asked to keep an eye on railings that had weathered in a rough way, and to sand where appropriate.

9.5 Parks Bylaw

Michael Symons noted that the PIPRC's establishing bylaw (Bylaw No. 1578) was quite old and could use some updating and improvement. It was agreed that Symons could Chair a Committee (including Arn Berry and Rob Fenton), to draft Bylaw revisions for suggestion to the CRD.

9.6 Gulf Islands Environmental Governance Study

Arn Berry noted that he had received a request to be interviewed on behalf of the PIPRC, for an Environmental Governance Study that concerned the boundaries of the National Marine Conservation Area.

9.7 Next Commonality Meeting

Arn Berry noted that the next Commonality Meeting was scheduled to occur on Galiano, on Thursday, October 17 (the same day as PIPRC's meeting).

9.8 PIPRC Trail Maps

John Chapman said that the PIPRC Trail Maps were going fast, and an update and reprint would be needed again in future. It was suggested that more maps be brought to next PIPRC meeting, for distribution among Commissioners.

9.9 New Gowlland Point Ocean Viewpoint

Regarding opening the new ocean viewpoint on the north side of Gowlland Point (to replace the closed Tilly Point viewpoint), Arn Berry was trying to clarify what the CRD had done to satisfy Ministry of Transportation & Infrastructure (MOTI) requirements. John Chapman mentioned the PIPRC checklist for opening ocean accesses, which had steps to follow.

11. NEXT MEETING

The next meeting would be Thursday, August 15 (9:15 am, Community Hall Lounge).

12. ADJOURNMENT

MOTION: Moved by Rob Fenton, seconded by Michael Symons, that the meeting be adjourned at 12:51 pm. **CARRIED**