

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

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

Regrets: Jim Stafford, John Chapman, Karen Parker, Michael Symons, David Howe

Public: none

1. CALL TO ORDER

Chair Arn Berry noted that there was unexpectedly no quorum. Unfortunately, various PIPRC Commissioners had needed to be off-island. It was generally agreed that the group could not pass motions, but could still proceed with useful updates and informal discussions (as summarized below).

2. APPROVAL OF AGENDA

The discussions were based on the proposed agenda items.

3. APPROVAL OF MINUTES

The July 18, 2013 minutes could be approved at the next meeting.

4. MAINTENANCE REPORT & DISCUSSIONS

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 pruning and maintenance work over the past month, in addition to projects work below;
- Magic Lake picnic area: two "Boat Area" signs installed, and boats placed in new area, in an organized way (except for one locked boat);
- Boat Nook: cedar frame installed under new bench, with gravel to raise footrest area; masonry work under concrete staircase initiated; overhead Boat Nook sign would likely need some new posts in future (not urgent);
- Ursula Poepel Trail: improvements done (e.g. addressing stair erosion), which was appreciated by neighbouring resident;
- Gardom Pond: Symons mowed pond spillway as agreed (partly on PIPRC property), which took about an hour and a half, including some trail trimming (also noted that there was a Gardom Dam meeting at 1:00 pm today, to be attended by Arn Berry and Rob Fenton on behalf of PIPRC);

- George Hill: Symons was initially working on existing trail from Ogden Road (e.g. removing handrails as appropriate, adding steps, making trail a lot better); new George Hill Trail from Upper Terrace Road could be done next;
- Tilly Point (former ocean viewpoint): PIPRC post and bench had already been removed, and trailhead tractorred; Symons removed remaining PIPRC items;
- Gowlland Point Road Trail/Ocean Viewpoint (to replace Tilly Point): this new project led to discussion about the need for PIPRC prioritization (see below);
- Signs: Symons had redone signs for George Hill, and also Liliias Spalding;
- Craddock Loop Trail: clearing at trail boundary (by adjacent landowners) still in progress, but PIPRC trail was passable, and could be re-defined in future;
- Enchanted Forest: Islands Trust Fund had approved trail bypass, rerouting, and new loop trail; Symons would try to get bypass done before wet season;
- Thieves Bay Park: more table work was still to occur; discussion re: trash that people left lying around (receptacles seemed to encourage more dumping; suggestion to add another "pack in, pack out" 4-way sign?); also, Rob Fenton would call Wharfinger about abandoned boat in parking lot;
- Percival Cove Ocean Access (Blackberry Lane): hornets or wasps had nests in blackberries, so Symons would add another warning sign (at the trailhead);
- Daphne Laurel: a resident had noted this invasive on some PIPRC trails and asked about removal (Chair Berry would email resident, noting that such invasives were everywhere, and volunteer help was needed to remove them);
- Shingle Bay Park: Arn Berry said that he and Ben Symons were going to meet contractor re: outhouse relocation details.

In addition, there was discussion about the importance of PIPRC prioritization of projects and resources each year. Contractor Ben Symons said that he currently spread his attention around areas on North and South Pender, doing what most needed to be done in each area. It was suggested that Symons prepare a list of potential priorities, from the physical work point of view.

However, it was also noted that from a development point of view (e.g. creating new trails, ocean accesses, parks, infrastructure, and other projects), it was the role of PIPRC Commissioners to allocate resources. For example, Colin McLarty noted the need to prioritize completing the new PIPRC Shed preparations ASAP. Zorah Staar noted that in the past, the Parks Commission would have a planning and prioritization meeting each year.

Note: Contractor Ben Symons left the meeting at approximately 9:59 am

5. PRIORITY ITEMS

None

6. IN CAMERA ITEMS

In Camera discussions were deferred to the next meeting.

7. CORRESPONDENCE

7.1 August 4, 2013 Email from Sara Steil re: Gardom Pond Spillway Mowing

Steil had written to thank the PIPRC for agreeing to mow the spillway.

7.2 July 29, 2013 Email from Eleanor Brouard-John re: PIPRC trail Map

Brouard-John had written to compliment the PIPRC Map, and also to suggest adding a scale or indication of trail length. The Mayne trail map had lengths in metres and an indication of difficulty. Rob Fenton said that he would keep track of potential updates to the PIPRC Trail Map. It was also suggested that we budget to hire someone to update the former detailed PIPRC Parks & Trail Guidebook, which had information about each site.

8. REPORTS

8.1 Chair's Report (Arn Berry) – None

8.2 Treasurer/Financial Report

Monthly CRD financial updates had been emailed by departing PIPRC Bookkeeper Margaret Alpen. A future motion would be needed to change PIPRC signing officers. New PIPRC Treasurer Rob Fenton reviewed his orientation meeting with Val Leigh-Dorin of the CRD, and also current PIPRC Parks capital funds. This year's Capital transfers had included \$40,000 (for Gardom Dam issue), and \$15,000 (for new PIPRC Shed). \$14,611 for the Shed had already been spent (Rob Fenton would ask for a breakdown), and some capital budget funds might need to be re-allocated.

Re: PIPRC Recreation funds, Val Leigh-Dorin said that \$51,800 (net) was available this year, to purchase Pender community recreation services. The CRD was requesting that all applicants provide details in writing on how they had spent previous grants. A Recreation sub-committee of Rob Fenton, Karen Parker, and Margaret Alpen would work on the process for this year.

Regarding PIPRC Parks operating funds, Rob Fenton said that \$18,000 of the \$40,000 Parks Maintenance budget for the year had been spent. There was also a separate budget line for Contracts for Service (Maintenance Contractor etc.), and Meeting Expenses (Recorder etc.). Funds would need to be built in for the new PIPRC Bookkeeper to be hired (see 9.4 below)

8.3 CRD Director Report – None

8.4 Recreation Report

See 8.2 above, second paragraph. Re: the annual fall invitation for PIPRC Recreation funding applications, Rob Fenton said that he would speak with Margaret Alpen about ads and posters, and with Jim Stafford about the upcoming Pender Post article he planned to write, inviting applications.

8.5 Communications Report

Jim Stafford was writing the September Pender Post article, and any Commissioner was invited to write an October article (due September 20).

8.6 Volunteer Coordinator Report - None

9. NEW / OTHER BUSINESS

9.1 PIPRC Bench Designs

Arn Berry, Michael Symons and Colin McLarty had met with woodworker Jude Farmer, who was interested in designing and building PIPRC benches (waiting for Farmer to follow-up in writing with his ideas).

9.2 New PIPRC Parks Bylaw

A sub-committee of Michael Symons, Arn Berry and Rob Fenton had expressed interest in improving the outdated PIPRC enabling bylaw from the CRD, and they were looking for a digital copy. [Note: subsequent email from Val Leigh-Dorin of CRD noted limitations on PIPRC changing its bylaw, unless it chose to adopt the model Parks bylaw now in use by CRD.]

9.3 Experience the Gulf Islands – Pender Trails Project

There had been another Pender Trails Project meeting, now involving the Planner hired by the CRD for the “Experience the Gulf Islands” Economic Development Commission project. The Planner had discussed highly-developed multi-use trails (e.g. including cyclists). A PIPRC Commissioner suggested that this was more appropriate for (e.g.) the roadside Magic Ferry Route proposed by Moving Around Pender, than for the rougher existing trails on most PIPRC routes. PIPRC involvement was to be further discussed.

9.4 New PIPRC Bookkeeper

Treasurer Rob Fenton reported that various candidates for the new PIPRC Bookkeeper position had been considered, and one clearly seemed to be the most suitable. In accordance with a process telephone call to Val Leigh-Dorin of the CRD during this meeting, the 4 PIPRC Commissioners present expressed support for Rob Fenton and Val Leigh-Dorin having orientation meetings with this most suitable candidate, and then a formal contract and budget allocation could be approved at the next PIPRC meeting. Leigh-Dorin also noted that the PIPRC was no longer required to pay office rent, so perhaps these funds could be re-allocated for bookkeeping fees.

10. NEXT MEETING

The next meeting would be Thursday, September 19 (9:15 am, Community Hall Lounge).

Note: a PIPRC Commissioner was invited to volunteer to write a Pender Post article for their September 20 deadline.

11. ADJOURNMENT

Discussions concluded at approximately 11:05 am.