

PENDER ISLANDS PARKS & RECREATION COMMISSION (PIPRC)
Minutes of Monthly Meeting
Thursday, November 21, 2013 (9:15 am)
Community Hall, North Pender Island

Present: Arn Berry, John Chapman, Colin McLarty, Jim Stafford, Michael Symons, Karen Parker, Jim Pugh, Zorah Staar (PIPRC Recorder), and Ben Symons (PIPRC Contractor, present initially)

Regrets: Rob Fenton and David Howe

Public: None

1. CALL TO ORDER

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

2. APPROVAL OF AGENDA

The agenda was amended to include Pecos Road under Maintenance (item 5.), and to include follow-up to the Ken Hancock presentation under New / Other Business (item 10.). The amended agenda was approved by consensus.

3. APPROVAL OF MINUTES

The October 18 minutes were amended on page 2, item 4.1, 4th line on the page, to say "subdivision potential" instead of "subdivision density".

MOTION: Moved by Michael Symons, seconded by Jim Pugh, to approve the October 18, 2013 PIPRC minutes, as amended.

CARRIED

4. MAINTENANCE REPORT & DISCUSSIONS

PIPRC Maintenance Contractor Ben Symons had emailed his Maintenance Report, and there was discussion as follows:

- Symons had been busy this past month clearing storm debris, doing general fall cleanup at PIPRC sites, as well as special site work described below;
- Pecos Road: Colin McLarty suggested some additions to railings for Pecos Road staircase (agreed that Symons should follow up);
- Oaks Bluff: steps replaced, clearing done, and new bench built and installed (Commissioners liked simple design, good for remote sites); three chunks cut out of fallen tree, to clear trail (agreed that Greenangels could take them);
- Benches: agreed that Symons could make another bench like the Oaks Bluff one for George Hill; meanwhile Jude Farmer had been commissioned to make a heavier commemorative bench for upcoming donation;

- Boat Nook: cement block and brick reinforcement under steps now completed;
- Thieves Bay Park: faller had dropped dangerous tree and would chip debris (agreed that Greenangels could take wood – Michael Symons to call them); also agreed to remove little cedar tree that was falling over in field, but to leave unstable ornamental tree unless it was a hazard;
- Magic Lake Park: agreed that chipped debris from Thieves Bay could be spread on lawn area torn up by moving truck; agreed that Ben Symons would put up a sign (e.g. “Vehicles prohibited in parks”), and Michael Symons would draft letter to property owner re: moving truck; in addition, Magic Lake Property Owner’s Association rep to come to December PIPRC meeting, to discuss canoe rack that they would like to build and install in partnership with PIPRC;
- Shingle Bay Park: Symons met neighbour and faller to discuss dangerous Alders that need to come down (agreed that Greenangels could take wood);
- Enchanted Forest Park: new back trail route completed; Symons would put up some “park boundary” signs and close old trail; also agreed to put “do not block driveway” sign in adjacent Henderson driveway;
- new Gowlland viewpoint trail: route impinged as little as possible on neighbour’s privacy; neighbour had previously been advised of new ocean viewpoint trail, and John Chapman would contact her once more before Symons resumed trail building; also agreed that for similar circumstances in future, Commission would initially advise adjacent neighbours of PIPRC plans, and then advise once more before work started;
- Craddock/Gowlland Loop Trail: gorse removal and trail re-routing in progress;
- Niagara Road Ocean Access: to obtain gravel for parking on public road right-of-way (closer to ocean access), Michael Symons had called local road contractors, who’d referred him to Ryan Evanoff of Ministry of Transportation & Infrastructure (PIPRC discussed whether it might be advisable just to go ahead and gravel it ourselves – no decision yet, but see below);
- Irene Bay Ocean Access: neighbour or someone else was continuing to cut down native plants on ocean access, and blow leaves onto trail; agreed that Symons would lay down 2-sided wood barrier and then gravel parking area on road right-of-way (after John Chapman had called neighbour to advise them of this);
- Non-slip mesh: agreed that Symons would check with Danica Rice about mesh with larger holes, and then report back;
- New String trimmer/weed whacker: current PIPRC handheld trimmer no longer merited repair; Symons recommended purchasing 4-stroke Husqvarna with hedge trimmer attachment (estimate: \$450 + \$280 + tax, minus \$100 trade-in); agreed by consensus to make this PIPRC purchase, subject to Michael Symons calling Treasurer Rob Fenton and confirming sufficient funds;

- New signs: more “Public Access” signs needed for shoreline edge of PIPRC ocean accesses, and agreed that they should be more visible than previous reflective white signs (try yellow and/or green? Colin McLarty would talk to sign maker and report back);
- PIPRC Contractor hiring assistance: this issue to be deferred to In Camera discussions (see separate PIPRC In Camera minutes of the same date);
- Commemorative Trees: now Pender Post was asking to plant 2 (not just 1) commemorative trees in Thieves Bay Park (native varieties indicated); agreed that PIPRC Contractor could assist, and he and Chair Berry would follow up;

Note: PIPRC Contractor Ben Symons left the meeting at 10:22 am, meanwhile Pete Williams had arrived shortly before that.

5. DELEGATIONS

5.1 Pete Williams (former PIPRC Commissioner, current School Trustee)

Pete Williams was in attendance to provide background information relevant to two recurring Recreation funding applications, to be considered later today. The first application was for “Pender School Community Use”.

Williams explained how the School had been built in part with community funds, leading to a joint use agreement between School District 64 and the CRD for community recreational use of the property after school hours (i.e. the Community Room, gym, stage, outside sports court, and fields).

Williams listed the numerous community groups that had free use of these facilities for regular recreational purposes, by booking through the School Administrator Angie Gray. He also said that he would check with Gray for more information about how the previous year’s recreational funding had been spent. Williams supported continuing with the current arrangement.

The second Recreation funding application was for the “Pender School Skating Program”, which was for Pender children and their families to be able to skate at the CRD’s Panorama Recreation Centre on scheduled Fridays through the fall and winter. Arn Berry had obtained a CRD financial spreadsheet showing the past year’s direct charges to the PIPRC for this program, which spreadsheet referred to “Skating Program” and “Hockey”. Williams confirmed that this must be a bookkeeping wording issue, because the CRD was not asked to pay for the hockey game time which followed the child/family skating time. The spreadsheet was also confusing because of fiscal year-end issues (see 6.1 below re: further clarification to occur).

Note: Pete Williams then left the meeting at approximately 10:51 am.

6. PRIORITY ITEMS

6.1 Recreation Funding

Karen Parker circulated a summary entitled “Pender Island Recreation Funding Requests 2014”, which showed the current year requests and potential funding amounts (along with two previous years). The CRD had confirmed that \$49,200 of Pender Island Recreation funding was available for 2014, which was less than last year (with property assessments down).

This year’s funding applications had been reviewed by a committee involving input from PIPRC Commissioners Karen Parker, Michael Symons, and John Chapman, and also past Commissioner Margaret Alpen. The applications were assessed based on the Recreation funding guidelines made available on the website and along with application forms, which emphasized health-improving physical activity for community members, including programs that removed barriers to recreation and reduced isolation. Applicants also had to specify how past Recreation funding had been spent.

The PIPRC now proceeded to review and discuss each Recreation funding request. Unfortunately, there were \$59,803 of requests, and only \$49,200 of funds available. Decisions on two requests were deferred, pending additional information to be provided: the Pender School Skating Program (\$2,038 requested – see item 5.1 above); and the Pender Island Recreational and Agricultural Hall Association (\$20,000 requested – agreed that Chair Arn Berry would draft a letter to PIRAHA about additional required information).

MOTION: Moved by Arn Berry, seconded by John Chapman, that the Pender Islands Parks & Recreation Commission approve the following Recreation funding grants for 2014:

- Pender School Community Use:	\$2,500
- Pender Island Child Care Society (Parents & Babes)	\$2,000
- Pender Island Child Care Society (Move):	\$1,600
- Pender Island Child Care Society (HOP):	\$3,000
- Pender Island Junior Sailing Association:	\$ 850
- Pender Island Health Care Society:	\$5,760
- Pender Island Playgroup Society (Youth Centre)	\$3,500
- Pender Organic Community Garden Society:	\$1,000
- Ptarmigan Music & Theatre Society:	\$2,000
- Pender Island Otters Swim Club:	\$1,850
- Pender Island Basketball	\$1,700
- Pender Island Mariners Junior Soccer	\$1,200
- Pender Tennis (children)	\$1,000

CARRIED

Karen Parker and the committee were thanked for their significant efforts reviewing funding requests. It was also agreed that before next year’s applications, the PIPRC should do some further work on the process for applicants to report how past Recreation funding had been spent. John Chapman had related forms from Saturna Island which might be of use.

7. IN CAMERA ITEMS

MOTION: Moved by Michael Symons, seconded by John Chapman, that the meeting be closed to the public for the purpose of approving In 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 Karen Parker, seconded by Michael Symons, that the In Camera Meeting be adjourned, and the PIPRC meeting be re-opened to the public. **CARRIED**

Three property matters were discussed during the In Camera meeting.

8. CORRESPONDENCE

None

9. REPORTS

9.1 Chair's Report (Arn Berry)

Chair Berry reported that 4 PIPRC Commissioners had terms expiring at the end of this year, namely: John Chapman, Michael Symons, Colin McLarty, and Arn Berry himself. All 4 of these were willing to be re-appointed (David Howe would be advised). Berry also said that he would like to withdraw from the Chair role in the new year. Other Commissioners expressed gratitude for the time and expertise that he had brought to this role.

9.2 Treasurer/Financial Report – None (Rob Fenton not available)

9.3 CRD Director Report – None

9.4 Recreation Report

See Priority Item 6.1 above.

9.5 Communications Report

Jim Stafford had written a Pender Post article for December, and said that he would also be willing to write one for January, and potentially other months where another PIPRC Commissioner had not volunteered. He welcomed other Commissioners sending him items to include in articles.

9.6 Volunteer Coordinator Report – None

10. NEW / OTHER BUSINESS

10.1 Einer's Hill Bypass

PIPRC had an October 26 site visit with Moving Around Pender, to the proposed site of the Einer's Hill Bypass multi-use trail. It was agreed that this proposal by MAP was very ambitious, requiring them to develop the project and create resources, and it could not proceed until Parks Canada had agreed to a right-of-way for the middle portion of the proposed trail.

10.2 Pender Parks Bylaw Revision

Michael Symons was still considering how the PIPRC might request useful updates to its Parks Bylaw (which would need to be approved by the CRD).

10.3 Archaeological Considerations

Jim Stafford was checking out some archaeological issues relating to parks. Time was running out for today's meeting, so further discussion was postponed. It was also suggested that the next Parks & Recreation Commonality Meeting (to be hosted by Pender) could include this topic.

10.4 PIPRC Maps

John Chapman said that we needed a larger dispensing area for PIPRC trail maps than the Chamber of Commerce kiosk area at the Driftwood. It was suggested that the CRD might allow a dispenser to be mounted outside their Driftwood office (used by Building Inspection and the SGI Economic Development Commission). John Chapman said that he would follow up.

10.5 PIPRC 5-Year Master Plan Revision

The PIPRC had previously begun review and consultation relating to the regular 5-year review of their Master Plan. John Chapman said that he planned to resume further work on suggested revisions, when he could.

10.6 Follow-Up to October 18, 2013 Ken Hancock Attendance

At the October 18, 2013 PIPRC meeting, Local Trustee Ken Hancock had discussed potential PIPRC involvement with the Local Trust Committee's Shoreline Review Project (potential QR codes on PIPRC signposts?) and the Conservation Subdivision Project (potential connection with park dedications?). Arn Berry and Michael Symons were going to try to attend the upcoming November 23 Conservation Subdivision Workshop.

11. NEXT MEETING(S)

The next PIPRC meeting was scheduled for Thursday, December 19, 2103 (9:15 am, Community Hall Lounge).

12. ADJOURNMENT

MOTION: Moved by Karen Parker, that the meeting be adjourned at 1:09 pm. **CARRIED**