

**PENDER ISLANDS PARKS & RECREATION COMMISSION (PIPRC)**  
**Minutes of Monthly Meeting**  
**Thursday, December 19, 2013 (9:15 am)**  
**Community Hall, North Pender Island**

**Present:** Arn Berry, John Chapman, Jim Stafford, Michael Symons, Karen Parker, Jim Pugh, Rob Fenton, Sylvia Olsen (Alternate SGI Director), Zorah Staar (PIPRC Recorder), and Ben Symons (PIPRC Contractor, present initially)

**Regrets:** Colin McLarty

**Public:** None

**1. CALL TO ORDER**

Chair Arn Berry called the meeting to order at 9:20 am. Sylvia Olsen arrived very shortly thereafter, and was introduced as the new Alternate Southern Gulf Islands Electoral Area Director (on behalf of David Howe). Olsen said that she was from North Saanich, and was a member of the area's Tsartlip First Nation.

**2. APPROVAL OF AGENDA**

**MOTION:** Moved by Jim Pugh, seconded by Jim Stafford, to approve the proposed agenda. **CARRIED**

**3. APPROVAL OF MINUTES**

The November 21, 2013 minutes were amended on page 2, the "Non-slip mesh" item, to read as follows: "agreed that Symons would check further about mesh with larger holes, and then report back".

**MOTION:** Moved by John Chapman, seconded by Michael Symons, to approve the November 21, 2013 minutes, as amended. **CARRIED**

**4. DELEGATIONS**

Chair Arn Berry reported that representatives of the Magic Lake Property Owners' Association had intended to be present today, to discuss the canoe situation at Magic Lake. However, they were unavailable and would try to attend the next PIPRC meeting.

**5. MAINTENANCE REPORT & DISCUSSIONS**

PIPRC Maintenance Contractor Ben Symons had emailed his Maintenance Report, and he made further comments and/or there was discussion as follows:

- Symons did more workshop tasks in the past month, due to cold weather;
- Pecos Road: additions to railings completed;

- Magic Lake: chips put on damaged lawn, and neighbour had acknowledged his mistake, therefore “no vehicles” sign seemed unnecessary; however, laying down some Hydro poles could be useful (Arn Berry to check with his contact);
- Thieves Bay Park: two commemorative Vine Maple trees planted and caged, and Eleanor Brownlee of Pender Post had said they could pay for cages if desired (PIPRC agreed not to require this); Symons also mentioned that Thieves Bay parking lot was being torn up (in somewhat rough condition);
- Welcome Bay: boardwalks redone and added to, “lath” non-slip applied, and Symons would like to get a small load of rock to finish off ditch near road;
- Craddock/Gowlland Loop Trail: gorse removal and trail re-routing completed;
- George Hill: new bench built but not yet varnished, to be installed in future (Symons was complimented on this new bench design, which was already installed at Oaks Bluff);
- New signs: Colin McLarty had circulated the new reflective yellow version of “Public Access” sign, for shoreline of PIPRC ocean accesses where needed; Zorah Staar reported that signmaker Sharron Cuthbertson had submitted a \$430 estimate for 12 more signs (PIPRC agreed by consensus to order more signs for the quoted amount);
- Irene Bay Ocean Access: John Chapman had tried to reach adjacent owners (to advise them of gravel to be laid down in parking spot), but the phone number he had didn’t work, so he’d keep trying to reach them;
- New Gowlland Point Ocean Viewpoint Trail: John Chapman had spoken with adjacent owner Agnes Watt about trail under construction, and he suggested doing site visit to receive her input about trail location, plus she’d also like a privacy barrier, e.g. a hedge between her house and trail (PIPRC majority did not support giving Watt input into trail location, or creating a barrier, because trail was on a public right-of-way and had been sited for maximum privacy; however, we could show her the location, and then proceed after January);

**MOTION:** Moved by Rob Fenton, seconded by Karen Parker, that the PIPRC advise Agnes Watt that if she wants to meet with the PIPRC for us to show her the planned location for the new Gowlland Point ocean viewpoint trail, then we’re happy to do that as long as it occurs before the end of January, 2014. **CARRIED**

- New trimmer: Symons had purchased the new trimmer, and he asked about selling the old one (agreed that Symons should purchase the part needed for the old trimmer, and then keep it for back-up).

Note: PIPRC Contractor Ben Symons then left the meeting at 9:57 am.

## 6. PRIORITY ITEMS

## 6.1 Recreation Funding

There were two remaining Recreation Funding applications. Regarding the School Skating Program, the CRD had sent sufficient clarification, and the only outstanding issues were contract signing and application timing.

**MOTION:** Moved by Arn Berry, seconded by Rob Fenton, that the Pender Islands Parks & Recreation Commission (PIPRC) agree as follows:

1. to approve Recreation funding of \$2,038.52 for the School Skating Program, for fall of 2013 to spring of 2014;
2. to authorize Arn Berry to sign the related contract; and
3. to request that the School Skating Program submit their Recreation funding application in June of each year.

**CARRIED**

Regarding the application by the Pender Island Recreational & Agricultural Hall Association (PIRAHA), they had sent a spreadsheet indicating that 67% of Community Hall bookings were by non-profit groups for recreational uses. However, these recreational uses were not identified, as had been requested in a PIPRC letter to PIRAHA, which was a cause for concern. The importance of the Community Hall and its financial needs were noted. PIPRC Treasurer Rob Fenton had spoken with Val Leigh-Dorin of the CRD, who had said that if the PIPRC was satisfied based on common knowledge that the foregoing assertion of recreational use was reasonably accurate, then this year's application could be approved. However, PIRAHA would need to provide more information in the new year about which recreational activities were being supported with the requested Recreation funding.

**MOTION:** Moved by Michael Symons, seconded by Karen Parker, as follows:

1. that the Pender Islands Parks & Recreation Commission (PIPRC) approve Recreation funding of \$18,500 (the amount recommended by its sub-committee) for the Pender Islands Agricultural & Recreational Hall Association (PIRAHA);
2. that PIPRC remind PIRAHA that all funding recipients are required to provide an accounting of which Recreation programs or activities were funded, and that future grant requests from PIRAHA must include a description of Recreation programs or activities to be funded; and
3. that PIPRC advise PIRAHA that we remain willing to meet with them at any time to discuss the Recreation funding program.

**CARRIED**

## 7. IN CAMERA ITEMS

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

Three personnel matters and two property matters were discussed during the In Camera meeting.

## 8. CORRESPONDENCE

Chair Berry said that the Pender Island Child Care Society had sent a thank you letter for their Recreation funding.

## 9. REPORTS

9.1 Chair's Report (Arn Berry) – None

9.2 Treasurer/Financial Report

Treasurer Rob Fenton reported that the PIPRC had used up most of its budget for 2013 (final December report to come), and that we should do some decision making on spending priorities for 2014. This could happen at a special PIPRC meeting. Fenton would ask Val Leigh-Dorin of the CRD for a synopsis of discretionary monies available for projects in the coming year.

9.3 CRD Director Report – None

9.4 Recreation Report

See Priority Item 6.1 above.

9.5 Communications Report

Jim Stafford planned to submit a Pender Post article for January, which would mention the Recreation funding recipients and total amount of Recreation funding for this year.

9.6 Volunteer Coordinator Report

There was a new volunteer who Michael Symons planned to contact.

## 10. NEW / OTHER BUSINESS

### 10.1 Magic Lantern Festival

The Three on the Tree Production Society had submitted an application to use Magic Lake for the upcoming Magic Lantern Festival.

**MOTION:** Moved by Rob Fenton, seconded by Michael Symons, that the PIPRC approve the park use permit for the 2013 Magic Lantern Festival, as per the application. **CARRIED**

### 10.2 Ball Park and Disk Golf Park Licenses

Arn Berry had circulated the licenses to be renewed for the Youth Sports Association to use the Danny Martin Ball Park and the Disk Golf Park. These licenses had been prepared by the CRD, and were ready to sign subject to Youth Sports Association insurance (which Rob Fenton said was now confirmed).

**MOTION:** Moved by Rob Fenton, seconded by Michael Symons, that the PIPRC approve the draft licenses prepared by the CRD for the Danny Martin Ball Park and the Disk Golf Park. **CARRIED**

### 10.3 Follow-Up to October 18 Ken Hancock Presentation

### 10.4 Parks Bylaw Revisions

### 10.5 Archaeological Considerations

Note: Discussion of the foregoing 3 items was deferred to the next meeting.

## 11. NEXT MEETING(S)

The next PIPRC meeting was scheduled for Thursday, January 16, 2013 (9:15 am, Community Hall Lounge).

## 12. ADJOURNMENT

**MOTION:** Moved by Rob Fenton, that the meeting be adjourned at 12:33 pm. **CARRIED**